

OKLAHOMA STATE DEPARTMENT OF EDUCATION

TRIBAL CONSULTATION GUIDE



OKLAHOMA
Education

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Dear Tribal Leaders and Superintendents,

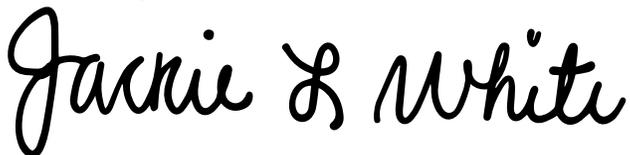
Oklahoma is a rich state of American Indian culture and heritage. Within its schools approximately 157,000 tribal children benefit from Title VI or Johnson-O'Malley Funding, one of the highest numbers in the country. Nowhere are the opportunities for collaboration richer. With this opportunity comes the responsibility of both schools administrators and tribal educational departments in preparing our school personnel to understand their students. Each tribe possesses unique cultures and customs and successful schools tailor their instruction and practices to incorporate tribal stories and history into their curriculum. During tribal consultation, which is required under Every Student Succeeds Act, administrators and tribal leaders must engage in active listening as they collaborate to establish a plan for the schools communities.

Meaningful collaboration and consultations will assist in building relationships and strengthening support systems to bridge the gap between educators and tribes so we may increase academic success and cultural understanding for all Oklahoma students. This should create reflection, follow-up, and follow-through. Without all three we will not have the vision we want. Schools must educate faculty to abandon bias, stereotypes and misconceptions about their students. We know community involvement can and will impact the success of our Native American/Alaska students.

This guide includes valuable information to assist in your collaboration and consultation. Together, we can build a strong bond between the Oklahoma State Department of Education, local education agencies and tribal agencies.

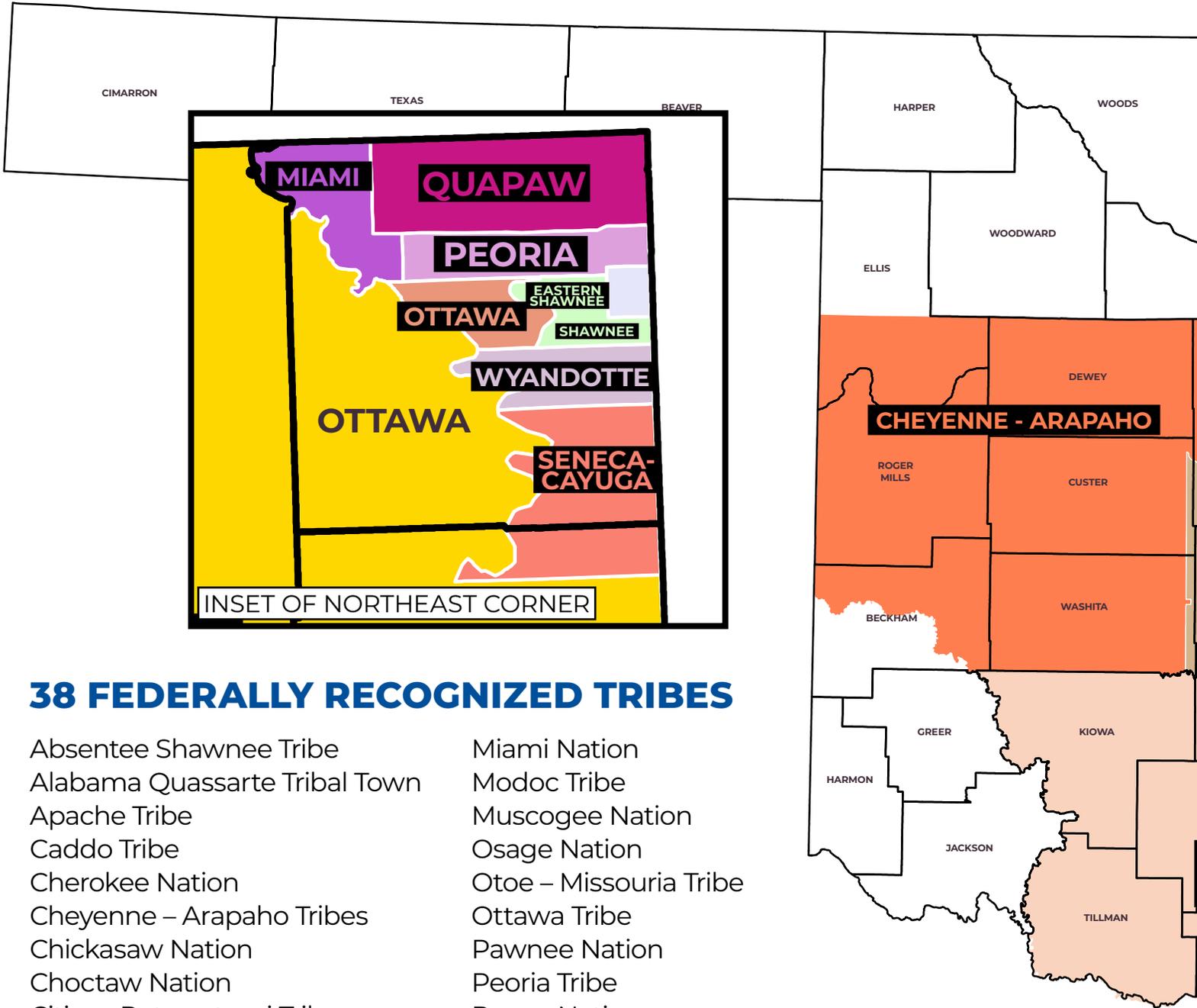
Thank you for your hard work and please reach out to me if you need any assistance. The future of our state and nation depends on our students' success.

Sincerely,



Jackie White
Executive Director of American Indian Education
Oklahoma State Department of Education
2500 North Lincoln Blvd.
Oklahoma City, Oklahoma 73105
(405) 522-1591
Jackie.White@sde.ok.gov

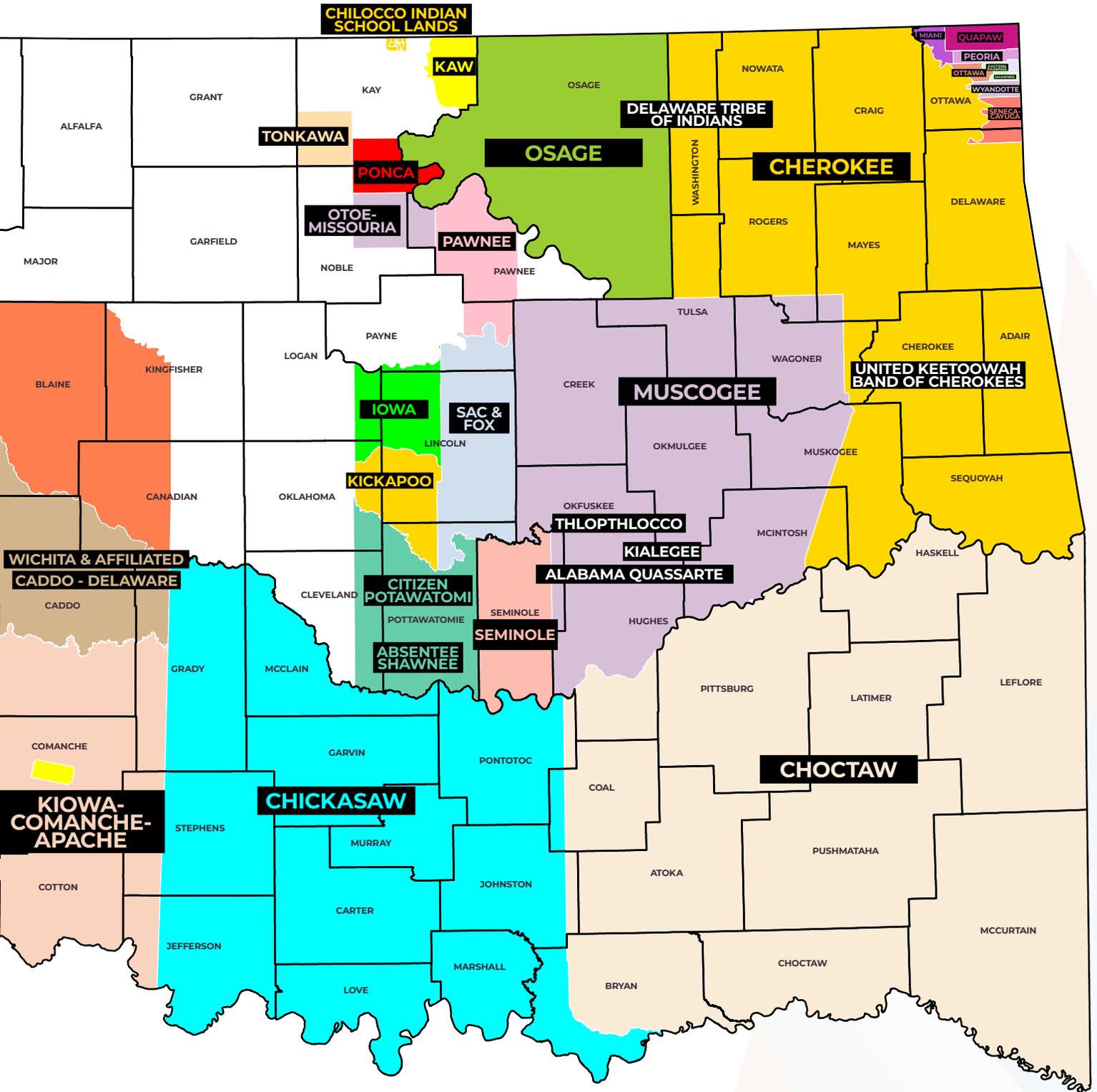




38 FEDERALLY RECOGNIZED TRIBES

Absentee Shawnee Tribe
 Alabama Quassarte Tribal Town
 Apache Tribe
 Caddo Tribe
 Cherokee Nation
 Cheyenne – Arapaho Tribes
 Chickasaw Nation
 Choctaw Nation
 Citizen Potawatomi Tribe
 Comanche Nation
 Delaware Nation
 Delaware Shawnee Tribe
 Eastern Shawnee Tribe
 Ft. Sill Apache
 Iowa Tribe
 Kaw Nation
 Kialegee Tribal Town
 Kickapoo Tribe
 Kiowa Tribe

Miami Nation
 Modoc Tribe
 Muscogee Nation
 Osage Nation
 Otoe – Missouri Tribe
 Ottawa Tribe
 Pawnee Nation
 Peoria Tribe
 Ponca Nation
 Quapaw Tribe
 Sac and Fox Nation
 Seminole Nation
 Seneca – Cayuga Tribe
 Shawnee Tribe
 Thlopthlocco Tribal Town
 Tonkawa Tribe
 United Keetoowah Band of Cherokees
 Wichita & Affiliated Tribe
 Wyandotte Nation



*The Euchee (Yuchi) Tribe is a State-recognized Tribe that is part of Muscogee Nation

OKLAHOMA SCHOOLS & DISTRICTS PARTICIPATING IN TRIBAL CONSULTATION

SCHOOL	NAME	EMAIL	PHONE
ACADEMY OF SEMINOLE CHARTER SCHOOL	Wren Hawthorne	wren.hawthorne@theacademyof.org	405-380-9010
ADA*	Mike Anderson	andersonm@adapss.com	580-310-7200
ADAIR*	Mark Lippe	mlippe@adairschools.org	918-785-2425
AFTON	Randy Gardner	rgardner@aftonschools.net	918-257-4470
AGRA	Jeff Kelly	jkelly@agra.k12.ok.us	918-375-2261
ALBION	Katie Blagg	kblagg@whitesboro.k12.ok.us	918-563-4331
ALLEN	Jeff Hiatt	jhiatt@allenmustangs.org	580-857-2417
ALLEN-BOWDEN	Matthew Sweet	mweet@allenbowden.org	918-224-4440
ANADARKO*	Daniel Adam Pittman	dpittman@apswarriors.com	405-247-6605
ANTLERS*	Russell Noland	rnoland@antlers.k12.ok.us	580-298-5504
ARDMORE*	Jill Day	jday@ardmoreschools.org	580-226-7650
ARKOMA	Cyal Waldon	cwalden@arkoma.k12.ok.us	918-875-3835
ASHER	Mike Hedge	mhedge@asher.k12.ok.us	405-784-2331
ATOKA*	Jay McAdams	jmc@atoka.org	580-889-3361
BANNER	Michael Prior	mprior@banner.k12.ok.us	405-262-0598
BARNSDALL	Sayra Bryant	sbryant@barnsdallschools.org	918-847-2721
BARTLESVILLE*	Chuck McCauley	McCauleyCR@bps-ok.org	918-336-8600
BATTIEST	Tommy Turner	superintendent@battiest.k12.ok.us	580-241-7810
BEARDEN	Danielle Deere	ddeere@bearden.k12.ok.us	918-623-0156
BEGGS*	Shawn Tennyson	stennyson@beggs.k12.ok.us	918-267-3628
BELFONTE	Bobbie Weddle	bweddle@belfonte.k12.ok.us	918-427-3522
BENNINGTON	Pam Reynolds	preynolds@benningtonisd.org	580-847-2310
BERRYHILL*	Mark Batt	mark.batt@berryhillschools.org	918-446-1966
BETHANY	Drew Eichelberger	deichelberger@bethanyschools.com	405-789-3801
BETHEL*	Matt Posey	poseym@bethel.k12.ok.us	405-273-0385

This information was obtained by the Title VI office within the USDE.

*Districts receive a minimum of \$40,000 per year in Title VI funding.

SCHOOL	NAME	EMAIL	PHONE
BIG PASTURE	Nora Curry	ncurry@bigpasture.org	580-281-3276
BINGER-ONEY	Rex Trent	rtrent@binger-oney.k12.ok.us	405-656-2304
BISHOP	Howard Hampton	hamptonh@bishop.k12.ok.us	580-353-4870
BIXBY*	Rob Miller	rmiller@bixbyps.org	918-366-2200
BLACKWELL*	Shawn Haskins	btripp@blackwell.k12.ok.us	580-363-2570
BLANCHARD*	Brady Barnes	bbarnes@blanchard.k12.ok.us	405-485-3391
BLUEJACKET	Shellie Baker	sbaker@bluejacket.k12.ok.us	918-784-2365
BOKOSHE	Diana Hames	dhames2020@bokoshe.k12.ok.us	918-969-2341
BOSWELL	Keith Edge	kedge@boswellschools.org	580-566-2735
BOWLEGS	Rick Sullinger	rsullinger@bowlegs.k12.ok.us	405-398-4172
BRAGGS	Chad Harp	charp@braggsschool.com	580-745-2146
BRAY-DOYLE	David Eads	deads@braydoyle.k12.ok.us	580-658-5076
BRIGGS*	Stephen Haynes	SHAYNES@BRIGGS.K12.OK.US	918-456-4221
BRISTOW*	Curtis Shelton	cshelton@bristow.k12.ok.us	918-367-5555
BROKEN ARROW*	Chuck Perry	cperry@baschools.org	918-259-7400
BROKEN BOW*	Carla Ellisor	cjellisor@bbisdapp.org	580-584-3306
BRUSHY*	Jared Armer	jarmer@brushy.k12.ok.us	918-775-4458
BUFFALO	Dale Spradlin	dspradlin@buffalo.k12.ok.us	580-735-2448
BUFFALO VALLEY	Lyndon Howze	lhowze@bvpsd.org	918-522-4426
BUTNER	Dan Houser	dhouser@butner.k12.ok.us	405-944-5526
BYNG*	Kevin Wilson	kevin.wilson@byngschools.org	580-436-3020
CACHE*	Chad Hance	CHAD.HANCE@CACHEPS.ORG	580-429-3266
CADDO*	Lee Northcutt	lnorthcutt@caddoisd.org	580-367-2208
CALERA*	Jon Shepard	jshepard@caleraisd.org	580-434-5700
CALUMET	Brandon Voss	bvoss@chs.k12.ok.us	405-893-2222
CALVIN	Jerad Winningham	jwinningham@calvin.k12.ok.us	405-645-2411
CAMERON	John Long	jlong@cameronps.org	918-654-3225
CANADIAN*	Michael Broyles	mbroyles@canadian.k12.ok.us	918-399-2705

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SCHOOL	NAME	EMAIL	PHONE
CANEY	Lori Delay	l.delay@caneyisd.org	580-889-1996
CANTON	Carl Baker	bakerc@canton.k12.ok.us	580-886-3516
CARLTON LANDING ACADEMY	Amanda Tucker	atucker@cl.academy	918-452-3572
CARNEGIE*	Randy Turney	rturney@carnegie.k12.ok.us	580-654-1470
CARNEY	Brian Keith	bkeith@carney.k12.ok.us	405-865-2344
CATOOSA*	Robert Schornick	rschornick@catoosa.k12.ok.us	918-266-8603
CAVE SPRINGS	CD Thompson	cdthompson@cavesprings.k12.ok.us	918-775-2364
CEMENT	Kevin Brown	kbrown@cement.k12.ok.us	405-489-3216
CENTRAL*	Larry Henson	lhenson@centralps.k12.ok.us	918-775-5525
CHANDLER*	Scott Baade	scott.baade@chandlerlions.org	405-258-1269
CHECOTAH*	Monte Madewell	mrmadewell@checotah.k12.ok.us	918-473-8000
CHELSEA*	Matt Hagebusch	matthagebusch@chelseadragons.net	918-789-2528
CHEYENNE	Robert Trammell	robert.trammell@cheyenne.k12.ok.us	580-497-3371
CHICKASHA*	Rick Croslin	tswinburne@chickasha.k12.ok.us	405-222-6500
CHOCTAW-NICOMA PARK*	David Reid	dreid@cnpsschools.org	405-390-5555
CHOUTEAU-MAZIE*	Lori Helton	dshanks@chouteauwildcats.com	918-476-8376
CLAREMORE*	Bryan Frazier	bfrazier@claremore.k12.ok.us	918-923-4200
CLAYTON	Bill Neyman	bneyman@clayton.k12.ok.us	918-569-4492
CLEORA	Kenny Guthrie	kguthrie@cleora.net	918-256-6401
CLEVELAND*	Alan Baker	alanbaker@clevelandtigers.com	918-358-2210
CLINTON*	Tyler Bridges	tyler.bridges@cpsreds.org	580-323-1800
COALGATE*	Jack Ward	amauk@coalgateschools.org	580-927-2351
COLBERT*	Jarvis Dobbs	williamsw@colbertisd.org	580-296-2590
COLCORD*	Becky Farris	bfarris@colcordschools.com	918-326-4116
COLEMAN	Melissa Ferguson	melissa.ferguson@coleman.k12.ok.us	580-937-4418
COLLINSVILLE*	Jeremy Hogan	jeremyhogan@collinsville.k12.ok.us	918-371-2326
COMANCHE	Julie Bills	juliebills@cpsok.org	580-439-2900

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SCHOOL	NAME	EMAIL	PHONE
COMANCHE ACADEMY	Dava Fratello	dfratello@comancheacademy.com	580-699-3347
COMMERCE*	Stephen Moss	smoss@commercetigers.net	918-675-4316
COPAN	Chris Smith	csmith@copan.k12.ok.us	918-532-4344
COTTONWOOD	John Daniel	jdaniel@cottonwoodps.org	580-927-2937
COWETA*	Max Myers	max.myers@cowetaps.org	918-486-6506
COYLE	Terry Zink	TZINK@COYLE.K12.OK.US	405-466-2242
CRESCENT	Courtney Knapp	cknapp@crescentok.com	405-969-3738
CROOKED OAK	Bradley Richards	brichards@crookedoak.org	405-677-5252
CROWDER	Robert Florenzano	rflorenzano@crowder.k12.ok.us	918-334-3203
CUSHING*	Melissa Amon	melissa.amon@cushingtigers.com	918-225-6622
CYRIL	Jamie Mitchell	jmitchell@cyrilschools.org	580-464-2419
DAHLONEGAH	Steven Cain	scaain@dahlongeah.org	918-696-7807
DARLINGTON*	Loren Tackett	ltackett@darlington.k12.ok.us	405-262-0137
DAVENPORT	Danny Acord	dacord@davenport.k12.ok.us	918-377-2277
DAVIS*	Mark Moring	mmoring@davis.k12.ok.us	580-369-2386
DEER CREEK*	Jason Perez	jasonperez@dcsok.org	405-348-6100
DENISON	Stacey Ebert	sebert@denison.k12.ok.us	580-286-3319
DEPEW	Leon Hiett	lhiett@depew.k12.ok.us	918-324-5466
DEWAR*	Josh Kilhoffer	jkilhoffer@dewar.k12.ok.us	918-652-9625
DEWEY*	Vince Vincent	vwvincent@deweyk12.org	918-534-2241
DIBBLE	Chad Clanton	clanton@dibble.k12.ok.us	405-344-6868
DICKSON*	Jeff Colclasure	jcolclasure@dickson.k12.ok.us	580-223-9557
DOVER	Jay Wood	jwood@dover.k12.ok.us	405-828-4204
DRUMRIGHT	Angela Avila	aavila@drumright.k12.ok.us	918-352-2492
DURANT*	Duane Merideth	duane.merideth@durantisd.org	580-924-1276
EAGLETOWN	Brian Armstrong	barmstrong@eagletownisd.org	580-835-2242
EARLSBORO	Mark Maloy	mmaloy@earlsboro.k12.ok.us	405-997-5616
EDMOND*	Angela Grunewald	angela.grunewald@edmondschools.net	405-340-2800

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SCHOOL	NAME	EMAIL	PHONE
EL RENO*	Matt Goucher	mgoucher@elrenops.org	405-262-4269
ELGIN	Nate Meraz	nmeraz@elginps.net	580-492-3663
ELK CITY	Mike Sparks	sparks.mike@elkcitieschools.com	580-225-0175
EMPIRE	Justin Smith	justinsmith@empireschools.org	580-252-5392
ENID	Darrell Floyd	rlrader@enidk12.org	580-366-7011
Epic 1 on 1 Charter School*	Bart Banfield	bart.banfield@epiccharterschools.org	405-749-4550
EPIC CHARTER SCHOOL*	Bart Banfield	bart.banfield@epiccharterschools.org	405-749-4550
EUFAULA*	Monty Guthrie	mguthrie@eufaula.k12.ok.us	918-689-2152
FAIRLAND*	Jerry Johnson	jjohnson@fpsowls.com	918-676-3811
FAIRVIEW	Craig Church	craig.church@fairviewschools.net	580-227-2531
FLETCHER	Shane Gilbreath	sgilbreath@fletcherschools.org	580-549-6027
FLOWER MOUND	Cory Dax Trent	dtrent@flowermound.k12.ok.us	580-353-4088
FOREST GROVE	John Smith	john.smith@forestgrove.k12.ok.us	580-286-3961
FORT COBB-BROXTON	Kyle Lierle	klierle@fcbmustangs.com	405-643-2336
FORT GIBSON*	Scott Farmer	s_farmer@fortgibsonigers.org	918-478-2452
FORT TOWSON	Phillip Hall	SUPT@FORTTOWSON.K12.OK.US	580-873-2325
FOX	Mark Williams	mwilliams@fox.k12.ok.us	580-366-0301
FOYIL*	Rod Carter	rcarter@foyil.k12.ok.us	918-341-1113
FREEDOM	Freida Burgess	burgess6803@gmail.com	580-621-3271
FRINK-CHAMBERS	Richard Peckio	rpeckio@frink.k12.ok.us	918-423-2434
FRONTIER*	Dale Bledsoe	dale.bledsoe@frontierok.com	580-723-4223
GANS	Larry Calloway	lalloway@gans.k12.ok.us	918-775-2236
GEARY	Sean Buchanan	SBUCHANAN@GEARYSCHOOLS.ORG	405-824-0779
GERONIMO	Bill Pascoe	pmclain@geronimo.k12.ok.us	580-355-3160
GLENCOE	Jay Reeves	jreeves@glencoe.k12.ok.us	580-669-4002
GLENPOOL*	Curtis Layton	clayton@glenpoolps.org	918-322-9500
GLOVER	Brandy Blalock	bwall@glover.k12.ok.us	580-420-3273
CORE*	Lucky McCrary	lmccrary@gorepublicschools.org	918-489-5587

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SCHOOL	NAME	EMAIL	PHONE
GRACEMONT	David Garner	dgarner@gracemont.k12.ok.us	405-966-2122
GRAHAM-DUSTIN	CJ Buesser	cbuesser@graham-dustin.k12.ok.us	918-652-8935
GRAND VIEW*	Larry Ben	lben@grandviewchargers.org	918-456-5131
GRANDFIELD	David Stout	dstout@gschools.org	580-479-5237
GRANDVIEW	Gary Wade	garywade@grandviewschool.k12.ok.us	580-439-2467
GREENVILLE*	Greg Raper	graper@gpsmail.org	580-276-2968
GROVE-Delaware*	Pat Dodson	pndodson@ridgerunners.net	918-786-3003
GROVE-Pottawatomie	Mark Bowlan	mbowlan@grove.k12.ok.us	405-275-7435
GUTHRIE*	Mike Simpson	mike.simpson@guthrieps.net	405-282-8900
HAILEYVILLE*	Roger Hemphill	rhemphill@haileyville.k12.ok.us	918-297-2626
HAMMON	Ryan Baker	rbaker@hammon.k12.ok.us	580-473-2221
HANNA	Chad Hull	chull@hanna.k12.ok.us	918-802-2311
HARMONY	Brian Walker	bwalker@harmonyps.org	580-889-3687
HARRAH*	Paul Blessington	pblessington@harrahschools.com	405-454-6244
HARTSHORNE*	Jason Lindley	jlindley@hartshorne.k12.ok.us	918-297-2534
HASKELL	Rodney Luellen	rluellen@haskellps.org	918-482-5221
HAWORTH	Jason Price	jprice@haworth.k12.ok.us	580-245-1406
HAYWOOD	Phillip Rattan	prattan@haywood.k12.ok.us	918-423-6265
HEALDTON	Terry Shaw	tshaw@healdtonschools.org	580-229-0566
HEAVENER*	Ed Wilson	ewilson@heavenerschools.org	918-653-7223
HENNESSEY	Jason Sternberger	jsternberger@hps.k12.ok.us	405-853-4321
HENRYETTA*	Dwayne Noble	dnoble@henryetta.k12.ok.us	918-652-6523
HILLDALE*	Erik Puckett	epuckett@hilldaleps.org	918-683-0273
HINTON	Marcy Derryberry	rosalie.paxton@hintonschools.org	405-542-3257
HODGEN*	Dennis Shoup	dennisshoup@hodgen.k12.ok.us	918-653-4476
HOLDENVILLE*	Randy Davenport	rdavenport@holdenville.k12.ok.us	405-379-6548
HOLLY CREEK	Harvey Brumley	hbrumley@hollycreek.org	580-420-6968
HOMINY*	Cory Campbell	ccampbell@hominy.k12.ok.us	918-885-6511

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OKLAHOMA STATE DEPARTMENT OF EDUCATION

SCHOOL	NAME	EMAIL	PHONE
HOWE	Scott L. Parks	sparks@howeschools.org	918-658-3666
HUGO*	Cory Smith	corysmith@hugoschools.com	580-326-6483
HULBERT*	Jolyn Choate	jchoate@hulbertriders.net	918-772-2501
IDABEL*	Doug Brown	doug.brown@idabelps.org	580-286-7639
INDIAHOMA	Don Wise	don.wise@indiahomaps.org	580-246-3448
INDIANOLA	Adam Newman	anewman@indianola.k12.ok.us	918-558-0800
INOLA*	Kent Holbrook	kholbrook@inola.k12.ok.us	918-543-2255
JAY*	Leann Barnwell	leannbarnwell@jayps.org	918-253-4293
JENKS*	Stacey Butterfield	stacey.butterfield@jenksps.org	918-299-4411
JENNINGS	Derrick Meador	dmeador@jennings.k12.ok.us	918-757-2536
JONES	Carl Johnson	cjohnson@jonesps.org	405-399-9215
JUSTICE	Chris Bryan	cbryan@justice.k12.ok.us	405-257-2962
JUSTUS-TIAWAH*	Ed Crum	ecrum@justustiawah.com	918-341-3626
KANSAS*	Cory Steele	cory@kansasps.com	918-868-2562
KELLYVILLE*	Joe Pierce	jpierce@kellyvilleschools.org	918-247-6133
KENWOOD	Billy Taylor	billyt@sstelco.com	918-434-5799
KEOTA	Twylah Morris	tmorris@keota.k12.ok.us	918-966-3950
KETCHUM*	Joy Taylor	jtaylor@ketchumwarriors.com	918-782-5091
KEYS*	Vol Woods	vwoods@kpscougars.org	918-456-4501
KEYSTONE	Rhett Bynum	rbynum@keystone.k12.ok.us	918-363-8711
KIEFER*	Randy Shaw	sweatherman@kiefer.k12.ok.us	918-321-3533
KINGFISHER*	David Glover	dglover@kingfisher.k12.ok.us	405-375-4194
KINGSTON*	Brian Brister	bbrister@kingstonisd.org	580-564-9033
KINTA	Patricia DeVille	pdeville@kinta.k12.ok.us	918-768-3338
KIOWA*	Samuel Rhyne	srhyne@kiowa.k12.ok.us	918-432-5641
KONAWA*	Karis Public Reavis	karisreavis@konawa.k12.ok.us	580-925-3244
KREBS	Patrick Turner	pturner@krebs.k12.ok.us	918-426-4700
LANE	Rick Grimes	rgrimes@lane.k12.ok.us	580-889-2743

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SCHOOL	NAME	EMAIL	PHONE
LATTA*	Scott Morgan	smorgan@latta.k12.ok.us	580-332-2092
LAWTON*	Kevin Hime	kevin.hime@lawtonps.org	580-357-6900
LE FLORE	Bryan Warren	bewarren@leflore.k12.ok.us	918-753-2345
LEXINGTON	Chad Hall	chall@lexington.k12.ok.us	405-527-7236
LIBERTY-Sequoyah	Chris Michael	cmichael@liberty.seq.k12.ok.us	918-427-3808
LIBERTY-Tulsa	Phillip Garland	Phillip.Garland@libertyps.org	918-366-8496
LINDSAY*	Chuck Karpe	ckarpe@lindsay.k12.ok.us	405-756-3131
LITTLE AXE*	Jay Thomas	jay.thomas@littleaxeps.org	405-329-7691
LOCUST GROVE*	Daniel Stokes	dstokes1@lg.k12.ok.us	918-803-4215
LONE GROVE*	Meri Jayne Miller	mjmiller@lonegrove.k12.ok.us	580-657-3131
LONE STAR*	Tracie Hale	thale@lonestar.k12.ok.us	918-224-0201
LOOKEBA SICKLES	Mike Davis	m.davis@lookeba.k12.ok.us	405-457-6300
LOWREY	Paul Pinkerton	ppinkerton@lowrey.k12.ok.us	918-456-4053
LUKFATA	Kurt Neal	kneal@lukfata.org	580-584-6834
LUTHER	Barry Gunn	bgunn@lutherlions.org	405-277-3233
MACOMB	Matthew Riggs	mriggs@macomb.k12.ok.us	405-598-3892
MADILL*	Larry Case	lcase@madillok.com	580-795-3303
MANNFORD*	Kelly Spradlin	spradlink@mannford.k12.ok.us	918-865-4062
MANNSVILLE	Brandi Price	bprice@mannsville.k12.ok.us	580-371-2892
MAPLE	Chuck Hood	chood@mapleschool.us	405-262-5647
MARBLE CITY	Wade Stafford	wstafford@mcps.k12.ok.us	918-775-2135
MARIETTA	Brandi Naylor	bnaylor@mariettaisd.org	580-276-9444
MARLOW	Corey Holland	cholland@marlow.k12.ok.us	580-658-2719
MARYETTA*	Lori Means	lmeans@maryetta.org	918-696-2285
MASON	Vernie Thomas	vthomas@mason.k12.ok.us	918-623-0231
MAUD	Cindy White	cwhite@maud.k12.ok.us	405-374-2416
MAYSVILLE	Shelly Hildebrand-Beach	shildebrand@maysville.k12.ok.us	405-867-5595

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SCHOOL	NAME	EMAIL	PHONE
MCALESTER*	Robert Steeber	rsteeber@mcalester.k12.ok.us	918-423-4771
MCCORD	Brandie Choate	bchoate@mccordschool.net	580-765-8806
MCCURTAIN	Deward Palmer	superintendent@mccurtainschools.org	918-945-7237
MCCLOUD*	Rhonda Hockenbury	rhockenbury@mcloudschools.us	405-964-3314
MEEKER	Jeff Pruitt	jpruitt@meeker.k12.ok.us	405-788-4540
MERRITT	Jeff Daugherty	daughertyj@merritt.k12.ok.us	580-225-5460
MIAMI*	Nicholas Highsmith	nhighsmith@miamips.net	918-542-8455
MID-DEL*	Rick Cobb	rcobb@mid-del.net	405-737-4461
MIDDLEBERG	Joel Read	jread@middleberg.k12.ok.us	405-485-3612
MIDWAY	Bruce Douglas	bdouglas@midway.k12.ok.us	918-474-3434
MILBURN	Joey McBride	jmcbride@milburnps.org	580-443-5522
MILL CREEK	Lorinda Chancellor	lorindac@millcreek.k12.ok.us	580-384-5514
MOFFETT	Lance Stuart	lstuart@moffett.k12.ok.us	918-875-3668
MONROE	Karen Larosa	klarosa@monroe-school.org	918-658-3516
MOORE*	Robert Romines	robertromines@mooreschools.com	405-735-4200
MORRIS*	Chris Karch	ckarch@morrisschools.net	918-733-9072
MORRISON	Brent Haken	brenthaken@morrisonps.com	580-724-3341
MOSELEY	Machele Potter	machele@moseleyschool.com	918-505-1000
MOSS	Robin Gann	rgann@moss.k12.ok.us	405-379-7251
MOUNDS*	Doran Smith	dsmith@moundsp.com	918-827-6100
MOUNTAIN VIEW-GOTEBO	Brett Banker	bbanker@mvgschools.com	580-347-2214
MOYERS	Donna Dudley	dadudley@moyers.k12.ok.us	580-298-5547
MULDROW*	Clifta Fugett	clifta.fugett@staff.muldrowps.org	918-427-7406
MUSKOGEE*	Jarod Mendenhall	jarod.mendenhall@roughers.net	918-684-3700
MUSTANG*	Charles Bradley	bradleych@mustangps.org	405-376-2461
NASHOBA	Charles Caughern Jr.	ccaughern@nashoba.k12.ok.us	918-755-4343
NEW LIMA	Rhonda Barkhimer	rbarkhimer@newlima.k12.ok.us	405-257-2587
NEWCASTLE*	Melonie Hau	mhau@newcastle.k12.ok.us	405-387-2890

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SCHOOL	NAME	EMAIL	PHONE
NOBLE*	Frank Solomon	Fsolomon@nobleps.com	405-872-3452
NORMAN*	Nicholas Migliorino	nickm@normanps.org	405-364-1339
NORTH ROCK CREEK*	Blake Moody	bmoody@nrcps.org	405-275-3473
NORWOOD	Keith Fisher	fisherk@norwood.k12.ok.us	918-478-3092
NOWATA*	Christopher Tanner	ctanner@npsok.org	918-273-3425
OAKS-MISSION	Bruce Davis	bdavis@oaksschools.com	918-868-2196
OILTON	Jennifer Purvis	jpurvis@oilton.k12.ok.us	918-862-0389
OKAY	Pete Hiseley	phiseley@okayps.org	918-682-0371
OKEMAH*	R.L. Vick	rvick@okemahk12.com	918-623-1874
OKLAHOMA CITY*	Sean McDaniel	smcdaniel@okcps.org	405-587-0000
OKLAHOMA SCHOOL FOR THE BLIND	Rita Echelle	rechelle@okdrs.gov	918-781-8200
OKLAHOMA UNION*	Brenda D Taylor	btaylor@okunion.k12.ok.us	918-255-6550
OKMULGEE*	Renee Dove	rdove@okmulgeeps.com	918-768-2000
OKTAHA*	Jerry Needham	jneedham@oktahaschool.com	918-687-7556
OLIVE	Rennie Nickell	rnickell@olive.k12.ok.us	918-352-9567
OOLOGAH-TALALA*	David Wilkins	david.wilkins@oologah.k12.ok.us	918-443-6079
OSAGE*	Lisa Muller	lmuller@osageelementary.com	918-825-2550
OSAGE HILLS	Jeannie O'Daniel	principal@osagehills.k12.ok.us	918-336-6804
PADEN	Michelle Stiles	mstiles@paden.k12.ok.us	405-932-5053
PANAMA*	Dusty Walden	dustywalden@panama.k12.ok.us	918-963-0415
PANOLA	Bryan Deatherage	bryan.deatherage@panolabearcats.org	918-465-0011
PAOLI	David Morris	dmorris@paoli.k12.ok.us	405-484-7336
PAULS VALLEY*	Mike Martin	mmartin@pvps.us	405-238-6453
PAWHUSKA*	David Cash	davidcash@pawhuskadistrict.org	918-287-1265
PAWNEE*	Stacy Womack	stacy.womack@pawnee.k12.ok.us	918-762-3676
PEAVINE	Michael Hargis	mhargis@peavinepanthers.net	918-696-7818
PEGGS	John Cox	jcox@peggs.k12.ok.us	918-598-3412
PERKINS-TRYON*	Joe McElroy	jmcelroy@p-t.k12.ok.us	405-547-5703

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SCHOOL	NAME	EMAIL	PHONE
PIEDMONT*	James White	james.white@piedmontschools.org	405-373-2311
PITTSBURG	Chad Graham	cgraham@pittsburg.k12.ok.us	918-432-5351
PLAINVIEW*	Karl Stricker	strickerk@plainview.k12.ok.us	580-223-6319
PLEASANT GROVE	Scott Roper	sroper@pgs.k12.ok.us	405-275-6092
POCOLA*	Jason Brittain	jbrittain@pocolaschools.org	918-436-2424
PONCA CITY*	Shelley Arrott	matlos@pcps.us	580-767-8000
PORTER CONSOLIDATED*	Kelly Husted	khusted@porter.k12.ok.us	918-483-2401
PORUM*	Landon Berry	lberry@porum.k12.ok.us	918-484-5121
POTEAU*	John Turner	turnerj@poteau.k12.ok.us	918-647-7700
PRAGUE*	Kevin Engle	kengle@prague.k12.ok.us	405-567-2281
PRESTON*	Mark Hudson	mhudson@preston.k12.ok.us	918-756-3388
PRETTY WATER	Jeff Taylor	jtaylor@prettywater.k12.ok.us	918-224-4952
PRUE	Craig Thurman	cthurman@prue.k12.ok.us	918-242-3351
PRYOR*	Lisa Muller	burnettl@pryorschools.org	918-825-1255
PURCELL*	Sheli McAdoo	mcadoos@purcellps.org	405-442-0099
PUTNAM CITY*	Fred Rhodes	frhodes@putnamcityschools.org	405-495-5200
QUAPAW*	David Carriger	dcarriger@qpswildcats.com	918-674-2501
QUINTON*	Todd Wilson	twilson@quintonschools.com	918-469-3100
RATTAN	Russell Baze	rusbaze@rattan.k12.ok.us	580-587-2715
RAVIA	Barbara McDonald	bmcdonald@ravia.k12.ok.us	580-371-9163
RED OAK	Bryan Deatherage	bdeatherage@redoak.k12.ok.us	918-754-2426
RINGLING	Kent Southward	ksouthward@ringling.k12.ok.us	580-662-2385
RIPLEY	Kaleb Hoffman	hoffmank@ripley.k12.ok.us	918-372-4242
ROBIN HILL	Melissa Baughman	mbaughman@robinhill.k12.ok.us	405-321-4186
ROCK CREEK	Rob Frederick	rfrederick@rockcreekisd.net	580-295-3761
ROCKY MOUNTAIN	Alicia Ketcher	aketcher@rockymtn.k12.ok.us	918-696-7509
ROFF	Ead Simon	esimon@roff.k12.ok.us	580-456-7663
ROLAND*	Lori Wiggins	lwiggins@rolandschools.org	918-427-4601

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SCHOOL	NAME	EMAIL	PHONE
RUSH SPRINGS	Robbie Burch	rburch@rushsprings.k12.ok.us	580-476-3929
RYAL	Lynn Maxell	lmaxwell@ryal.k12.ok.us	918-652-7461
SALINA*	Earl Dalke	edalke@salinawildcats.org	918-434-5348
SALLISAW*	Paul Wood	rwood@sallisawps.org	918-775-5544
SAND SPRINGS*	Sherry Durkee	sherry.durkee@sandites.org	918-246-1400
SAPULPA*	Robert Armstrong	rarmstrong@sapulpaps.org	918-224-3400
SASAKWA	Kyle Wilson	kwilson@sasakwaschools.org	405-941-3213
SAVANNA	Richard Peckio	rpeckio@savanna.k12.ok.us	918-548-3777
SAYRE	Danny Crabb	dcrabb@sayre.k12.ok.us	580-928-5531
SCHULTER	Chester Pittman	cpittman@schulter.k12.ok.us	918-616-1190
SEILING	Greg Gregory	ggregory@seiling.k12.ok.us	580-922-7381
SEMINOLE*	Bob Gragg	bgragg@sps.k12.ok.us	405-382-5085
SEQUOYAH*	Terry Saul	terry.saul@sequoyaheagles.net	918-341-5472
SHADY GROVE	Emmett Thompson	ethompson@shadygrove.k12.ok.us	918-772-2511
SHADY POINT	Bruce Gillham	bruce.gillham@spk12.org	918-963-2595
SHAWNEE*	April Grace	agrace@shawnee.k12.ok.us	405-273-0653
SILO*	Kate McDonald	k.mcdonald@siloid.org	580-924-7000
SKIATOOK*	Melissa Bush	mbush@skiatookschools.org	918-396-1792
SOPER	Scott Van Worth	soper@live.com	580-345-2757
SOUTH COFFEYVILLE	Daryl Pruter	dpruter@scps.k12.ok.us	918-255-6202
SOUTH ROCK CREEK	Ryan Rosser	rrosser@src.k12.ok.us	405-273-6072
SPERRY*	Brian Beagles	bbeagles@sperry.k12.ok.us	918-288-6258
SPIRO*	Richard Haynes	rhaynes@spiro.k12.ok.us	918-962-2463
SPRINGER	Scott Webb	swebb@springer.k12.ok.us	580-653-2656
STERLING	John Pinkston	jpinkston@sterlingtigers.org	580-365-4307
STIDHAM	Angelia Yandell	amccool@stidham.k12.ok.us	918-689-5241
STIGLER*	David Morgan	dmorgan@stiglerps.com	918-967-2805
STILLWATER*	Uwe Gordon	ugordon@stillwaterschools.com	405-533-6300

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SCHOOL	NAME	EMAIL	PHONE
STILWELL*	Geri Gilstrap	ggilstrap@stilwellk12.org	918-696-7001
STONEWALL	Greg Lovelis	glovelis@stonewall.k12.ok.us	580-265-4241
STRATFORD	Michael Blackburn	mblackburn@stratford.k12.ok.us	580-759-5129
STRINGTOWN	Tony Potts	tpotts@stringtownisd.org	580-346-7423
STROTHER	Kolby Johnson	kjohnson@strother.k12.ok.us	405-382-4014
STUART	Tracy Blasengame	Tblas@stuart.k12.ok.us	918-546-2476
SULPHUR*	Matthew Holder	sandy.burnside@sulphurk12.org	580-622-2061
SWEETWATER	Casey Reed	creed@sweetwater.k12.ok.us	580-534-2272
TAHLEQUAH*	Tanya Jones	jonest@tahlequahschools.org	918-458-4100
TALIHINA*	Jason Lockhart	jlockhart@talihina.k12.ok.us	918-567-2259
TANNEHILL	Jonathan Booth	jbooth@tannehill.k12.ok.us	918-423-6393
TECUMSEH*	Robert Kinsey	kinseyr@tecumsehschools.org	405-598-3739
TENKILLER*	Marilyn Dewoody	mdewoody@tenkiller.k12.ok.us	918-457-5996
TERRAL	Donna Anderson	danderson@terral.k12.ok.us	580-437-2244
THACKERVILLE	Chad Broughton	cbroughton@tpsmail.org	580-276-2630
TISHOMINGO*	Bobby Waitman	bwaitman@tishomingo.k12.ok.us	580-371-9190
TONKAWA*	Lori Simpson	lsimpson@tonkawa.k12.ok.us	580-628-3597
TULSA*	Deborah Gist	gistde@tulsaschools.org	918-746-6800
TUPELO	Kevin Mann	kmann@tupelo.k12.ok.us	580-845-2460
TURKEY FORD	Julie Holloway	jholloway@turkeyford.net	918-786-4902
TURNER	Shari Pillow	spillow@turnerisd.org	580-276-1307
TUSHKA*	Matthew Simpson	msimpson@tushka.k12.ok.us	580-889-7355
TUSKAHOMA	Randall Erwin	rerwin@tuskahoma.k12.ok.us	918-569-7737
TUTTLE*	Keith Sinor	ksinor@tuttleschools.info	405-381-2605
TWIN HILLS	Gary McElroy	gmcelroy@twinhills.k12.ok.us	918-733-2531
UNION*	Kirt Hartzler	hartzler.kirt@unionps.org	918-357-4321
VALLIANT*	Brandon Frazier	bfrazier@vpsd.org	580-933-7232
VANOSS*	Marjana Tharp	mtharp@vanoss.k12.ok.us	580-759-2251

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SCHOOL	NAME	EMAIL	PHONE
VARNUM*	Monte Thompson	mthompson@varnum.k12.ok.us	405-382-1448
VELMA-ALMA	Raymond Rice	rrice@velma-alma.k12.ok.us	580-203-3700
VERDEN	Mickey Edwards	medwards@verdenschools.org	405-453-7247
VERDIGRIS*	Mike Payne	amoyer@vps.k12.ok.us	918-266-7227
VIAN*	Victor Salcedo	vsalcedo@vian.k12.ok.us	918-773-5798
VICI	Coby Nelson	cnelson@vicischools.k12.ok.us	580-995-4744
WAGONER*	Randy Harris	rharris@wagonerps.org	918-485-4046
WAINWRIGHT	Felicia Eller	feller@wainwrightk8.org	918-474-3484
WALTERS	Jimmie Dedmon	jldedmon@waltersp.org	580-875-2568
WANETTE	John Sheridan	jsheridan@wanette.k12.ok.us	405-383-2222
WAPANUCKA	Jerry Romines	jromines@wpss.k12.ok.us	580-937-4288
WARNER*	David Vinson	davidvinson@warner.k12.ok.us	918-463-5171
WASHINGTON	Chris Reynolds	creynolds@wps-isd.com	405-288-6190
WATONGA*	Kyle Hilterbran	khilterbran@watonga.k12.ok.us	580-623-7364
WATTS	Lisa Weaver	lweaver@wattsschool.com	918-422-5311
WAYNE	Toby Ringwald	t.ringwald@wayne.k12.ok.us	405-449-3646
WEATHERFORD	Jill Henderson	jhenderson@wpsok.org	580-772-3327
WEBBERS FALLS*	Christopher Whelan	cjwhelan@webbersfalls.k12.ok.us	918-464-2580
WELCH	Jeremy Ramsey	jramsey@welchwildcats.net	918-788-3129
WELEETKA*	Chris Carter	dparrish@weleetka.k12.ok.us	405-786-2203
WELLSTON	Mike Franz	mfranz@wellstonschools.org	405-356-2534
WESTERN HEIGHTS*	Brayden Savage	brayden.savage@westernheights.k12.ok.us	405-350-3410
WESTVILLE*	Terry Heustis	theustis@westville.k12.ok.us	918-723-3181
WETUMKA*	Donna McGee	dmcgee@wetumka.k12.ok.us	405-452-5150
WEWOKA*	Shellie Gammill	sgammill@wps.k12.ok.us	405-257-5475
WHITE OAK	Richard McSpadden	rmcspadden@whiteoakschool.net	918-256-4484
WHITE ROCK	Alicia Ebers	aegers@whiterock.k12.ok.us	405-964-3428

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SCHOOL	NAME	EMAIL	PHONE
WHITEBEAD	Shea Thompson	sthompson@whitebead.net	405-238-3021
WHITEFIELD	Scott Shepherd	sshepherd@whitefield.k12.ok.us	918-967-8572
WHITESBORO	Katie Blagg	kblagg@whitesboro.k12.ok.us	918-567-2556
WICKLIFFE	Jamie Carney	jamie.carney@wickliffeschool.com	918-434-5558
WILBURTON*	Kyle Vanderburg	kyle.vanderburg@wilburtondiggers.org	918-465-2100
WILSON-Carter	Tonya Finnerty	tfinnerty@wilson.k12.ok.us	580-668-2306
WILSON-Okmulgee	Andrea James	ajames@wpstigers.k12.ok.us	918-652-3374
WISTER*	Rachel Pugh	rachel.pugh@wisterschools.org	918-655-3132
WOODALL*	Ginger Knight	gknight@woodall.k12.ok.us	918-456-1581
WOODLAND*	Chad Wilson	cwilson@woodland.k12.ok.us	918-642-3295
WOODWARD	Kyle Reynolds	reynolds@woodwardps.net	580-256-6063
WRIGHT CITY*	Jordan Hill	jordan_hill@wcisd.org	580-981-2248
WYANDOTTE*	Brad Wade	bwade@wyandotte.k12.ok.us	918-678-2255
WYNNEWOOD	Tim Simpson	tsimpson@wynnewood.k12.ok.us	405-665-2004
WYNONA	Shelly Shulanberger	sshulanberger@wynona.k12.ok.us	918-846-2467
YALE	Rocky Kennedy	rkennedy@yale.k12.ok.us	918-387-2118
YUKON*	Jason Simeroth	jason.simeroth@yukonps.com	405-354-2587
ZANEIS	Ryan Cole	rcole@zaneis.k12.ok.us	580-668-2955
ZION*	Clayton Yeager	clayton.yeager@zionjets.com	918-696-7866

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WHAT IS MEANINGFUL COLLABORATION?

For Indian Education Formula Grants, local education agency (LEA) and Bureau of Indian Education (BIE) school applicants must describe the process used to meaningfully collaborate with Indian Tribes located within the community in a timely, active and ongoing manner in the development of a comprehensive program and the actions taken as a result of such collaboration. There is NO grant award amount associated with the collaboration requirement.

School districts, Tribal governments, Tribal education departments and approved Tribal organizations are encouraged to share information early and often as it applies to the educational success of American Indian students. Examples of information sharing may include curriculum development, the implementation of education policies and procedures, or the allocation of resources that may impact the education of American Indian students. Below are examples of what can be discussed during collaboration:

- › Dates and location for Tribal consultation meetings and public meetings
- › Notice for deadlines for LEA education plans and applications
- › Information and presentations on educational programs and policies
- › Notice of proposed program or policy changes, including invitations for Tribal input on the proposed program or policy changes
- › Information on LEA and Tribal government, Tribal education department and approved Tribal organization points of contact

OTHER HELPFUL TIPS TO COLLABORATE

- › Provide cultural awareness and diversity training for LEA leadership and administrators to foster, support and sustain positive and productive government to government relationships.
- › Collaborate early and often, and prior to actions or decisions being made that may impact Tribal educational interest.
- › Establish/create and agree upon a list that identifies Tribal educational priorities, issues and challenges.
- › Conduct outreach to Tribal governments, Tribal education departments and approved Tribal organizations with the goals of sharing information and receiving feedback on the subject matter requiring consultation, or elements of the activity or decision to be made.
- › Understand Tribal sovereignty and Tribal governmental authority as it relates to Tribal educational priorities, educational issues and challenges.

FREQUENTLY ASKED QUESTIONS ON COLLABORATION

1. Who is required to answer the question on *Meaningful Collaboration with Tribes*?

ESEA Section 6114(b)(7) requires applicants that are LEAs, LEAs in consortium, BIE-funded schools, or a consortium of BIE grant and contract schools, to conduct meaningful collaboration.

2. Our grant award was under \$40,000. Do we still need to meaningfully collaborate with Tribes under Section 6114?

Yes. There is no grant award amount associated with this requirement. Therefore, if your applicant type is an LEA, LEA in consortium, BIE-funded school, or a consortium of BIE-funded schools, you are required to conduct meaningful collaboration with Tribes.

3. What must an applicant describe in the *Meaningful Collaboration with Tribes* section?

Applicants must describe the process the LEA used to meaningfully collaborate with Tribes in a timely, active and ongoing manner in the development of the comprehensive program and the actions taken as a result of the collaboration.

4. Is *Meaningful Collaboration with Tribes* under Section 6114 the same requirement as Tribal consultation under Section 8538 of ESEA?

No. Meaningful collaboration with Tribes under Section 6114(b)(7) applies only to LEA and BIE-funded applicants for an Indian Education Formula Grant. LEA and BIE applicants must describe the process used to meaningfully collaborate with Indian Tribes in a timely, active, and ongoing manner in the development of comprehensive program and the actions taken as a result of such collaboration.

The Tribal consultation requirements under ESEA Section 8538 apply to affected LEA(s) that educate AI/AN students. Affected LEAs are specifically defined as LEAs with 50% or more AI/AN students or who receive \$40,000 in Title VI grant funds in the previous fiscal year. Affected LEAs are required to consult Tribes prior to submitting a plan or application under covered ESEA formula grant programs. To cover these two separate requirements, an LEA could hold one public hearing, but would need to have two separate agendas to cover the separate topics.

5. Can *Meaningful Collaboration with Tribes* occur during a public hearing?

Yes, it can but it is not required. Meaningful collaboration could occur during a public hearing as representatives of Indian Tribes are invited to attend. However, meaningful collaboration should be ongoing and this could only count as one occurrence held throughout the school year.

6. Is it allowable to conduct meaningful collaboration during an Indian Parent Committee meeting as defined in ESEA Section 6114(c)(4)?

Yes, it is allowable as long as the grantee is meeting the requirements of both ESEA Sections 6114(b)(7) and 6114(c)(4). However, keep in mind meaningful collaboration is ongoing.

7. If an LEA has multiple Tribes in the geographic area it serves, or if there is one Tribe and multiple LEAs, must there be separate collaboration with each Tribe or LEA?

Where there are multiple Tribes and a single LEA, the LEA may hold a meaningful collaboration session that includes all local Tribes. Similarly, where there are multiple LEAs and one Tribe, there is no federal prohibition against a joint meaningful collaboration session held by several LEAs. In both cases, the LEA must ensure that the Tribe or Tribes have a timely and meaningful opportunity to give input into an LEA's application.

8. Is there any differentiation between *representative of Indian Tribes* as cited in ESEA Section 6114(c)(4)(A)(ii) and *appropriate official* as cited in ESEA Section 8538(c)(2)(a) and/or ESEA 8538(c)(2)(B) Section 6114?

Yes. *Representative of Indian Tribes* as cited in ESEA Section 6114(c)(4)(A)(ii) are "representatives of Indian Tribes on Indian lands located within 50 miles of any school that the agency will serve if such Tribes have any children in such school;" however, *appropriate official* as cited in ESEA Section 8538(c)(2) are either (A) Tribal officials who are elected; or (B) appointed Tribal leaders or officials designated in writing by an Indian Tribe for the specific consultation purpose under this Section. The representative of Indian Tribes and appropriate Tribal official may be, but are not required to be, the same person.

9. *Meaningful Collaboration* as provided in ESEA Section 6114(b)(7) is required of applications seeking Indian Education Formula funds. Does this requirement apply to other covered programs under ESEA as defined in ESEA Section 8101(11)?

No, the meaningful collaboration requirement in 6114(b)(7) does not apply to other covered programs. The requirement in ESEA Section 6114(b)(7) for meaningful collaboration only applies to applicants seeking Title VI Indian Education Formula Grant funds. However, the consultation requirement in ESEA Section 8538 applies to affected LEA(s) that educate American Indian or Alaska Native (AI/AN) students for covered program, and applications for Title VI Indian Education formula funds. Affected LEAs are specifically defined as LEAs with 50% or more AI/AN students or who receive \$40,000 in Title VI Indian Education Formula Grant funds in the previous fiscal year.

Affected LEAs are required to consult with appropriate officials from Indian Tribes or Tribal organizations approved by the Tribes located in the area served by the LEA prior to submitting a plan or application under covered ESEA formula grant programs. Appropriate officials are Tribal leaders who are elected or appointed, or officials designated in writing by an Indian Tribe for the specific consultation purpose. Each affected LEA must maintain a record and provide to the SEA a written affirmation signed by the appropriate officials of the Tribe or Tribal organization with which the consultation has occurred. Note that the requirements in Section 6114(b)(7) for meaningful collaboration under Title VI refer to interactions that are timely, active, and ongoing, whereas the consultation requirements in Section 8538 refer to consultation requirements for the development of a plan or application.

WHAT IS TRIBAL CONSULTATION?

The Every Student Succeeds Act (ESSA) for states receiving federal dollars, including Title VI, requires Tribal consultation. Tribal consultation is a formal process between Tribal representatives and local educational agencies (LEAs) that serve an American Indian/Alaska Native (AI/AN) population.

The consultation process is essential to meeting the needs of Oklahoma's American Indian and Alaska Native students. LEAs with more than \$40,000 in funding under Title VI formula grant funds or with AI/AN enrollment of at least 50% are **REQUIRED** to consult with local Tribes **PRIOR** to submitting a plan or application.

The consultation process is meant to open the door to more conversation and collaboration between districts and Tribes. This work will be ongoing and evolve to become a monthly, bimonthly, quarterly or annual opportunity to enhance the education of Oklahoma's American Indian student population.

1. Who is responsible for initiating the Tribal consultation?

The school district superintendent is responsible for contacting a Tribal leader.

2. What Tribe or Tribes should be invited to a school district Tribal consultation?

District superintendents must consult with the Tribe or Tribes in which their school district is located.

3. What if a school is not located in a Tribal jurisdiction?

District superintendents should set up a consultation with a Tribe or Tribes within a 50-mile radius or with Tribes who have students as members of the school.

4. What if there is more than one Tribe within a 50-mile radius?

District superintendents should refer to their student American Indian/Alaska Native (AI/AN) population. They may choose to consult with the Tribe with the highest population of students in their district, or with more than one Tribe.

5. When should Tribal consultations begin?

The Title VI formula grant Tribal consultation must be completed by the end of the Part 2 application process prior to the grant submission. The discussion should include information from Title I, Part A; Title I, Part C; Title I, Part D; Title II, Part A; Title III, Part A; Title IV, Part A; Title IV, Part B; and Title V, Part B, subpart 2. Process must be completed prior to federal grant submission.

6. Who must be included in Tribal consultation (including the public hearing)?

This is an opportunity for all involved entities to understand the program and to offer recommendations regarding the program. The program must be developed in consultation with specified individuals: parents and family members of eligible Indian children enrolled in the LEA, representatives of Indian Tribes located within 50 miles of any school with eligible Indian children enrolled in the LEA, Indian organizations, at least one teacher from the LEA and, if appropriate, Indian students attending secondary schools of the agency.

FREQUENTLY ASKED QUESTIONS ON CONSULTATION

1. What are the consultation requirements under Section 8538 of the ESEA¹?

In general, Section 8538 requires affected local educational agencies (LEAs) (see Question 3 for definition of “affected LEA”) to consult with Indian Tribes, or those Tribal organizations approved by the Tribes located in the area served by the LEA, prior to submitting a plan or application for covered programs (see Question 5 for more information on the programs covered by Section 8538). This requirement is designed “to ensure timely and meaningful consultation on issues affecting American Indian and Alaska Native students.” The consultation must be done “in a manner and in such time that provides the opportunity for such appropriate officials from Indian Tribes or Tribal organizations to meaningfully and substantively contribute” to plans under covered programs.

2. When do the consultation requirements under Sections 8538 of the ESEA begin?

Consultation requirements under Section 8538 of the ESEA begin prior to submitting a plan or application under covered ESEA formula grant programs and often occurs at the

¹ Throughout this document, unless otherwise indicated, citations to the ESEA refer to the ESEA, as amended by the ESSA.

beginning of each fiscal year. Affected LEAs that educate American Indian/Alaska Native (AI/AN) students are required to consult with local Indian Tribes.

3. Which LEAs must consult with Native American Tribes in accordance with Section 8538 of the ESEA?

Under Section 8538, an affected LEA is one that either: 1) has 50% or more of its student enrollment made up of AI/AN students or 2) received an Indian education formula grant under Title VI of the ESEA, as amended by the ESSA², in the previous fiscal year that exceeds \$40,000. To determine whether an LEA has 50% or more of its enrollment made up of AI/AN students, an LEA should use the enrollment data from the previous school year. The total AI/AN enrollment data would include those students who self-identify as AI/AN alone and AI/AN in combination with one or more races, regardless of Hispanic ethnicity. An LEA that receives an Indian education formula grant award greater than \$40,000 in the previous fiscal year is an affected LEA for consultation purposes in the current fiscal year.

4. How can an LEA find information about Tribes?

The Bureau of Indian Affairs (BIA) publishes an official list of federally recognized Tribes each year. This list is available at the Title VI community of practice website under *Additional Resources*: <https://easie.grads360.org/#program>.

To find Tribal addresses, see the list at the National Congress of American Indians (NCAI) website: <http://www.ncai.org/Tribal-directory>.

5. On which programs must an affected LEA consult with Native American Tribes?

Beginning with FY 2017, affected LEAs must consult with Indian Tribes before submitting plans or applications for the following programs under ESEA:

- › Title I, Part A (Improving Basic Programs Operated by State and Local Educational Agencies)
- › Title I, Part C (Education of Migratory Children)
- › Title I, Part D (Prevention and Intervention Programs for Children and Youth who are Neglected, Delinquent, or At-Risk)
- › Title II, Part A (Supporting Effective Instruction)
- › Title III, Part A (English Language Acquisition, Language Enhancement, and Academic Achievement Act)
- › Title IV, Part A (Student Support and Academic Enrichment Grants)
- › Title IV, Part B (21st Century Community Learning Centers)

² Throughout this document, unless otherwise indicated, citations to the ESEA refer to the ESEA, as amended by the ESSA.

- › Title V, Part B, subpart 2 (Rural and Low-Income School Program)
- › Title VI, Part A, subpart 1 (Indian Education Formula Grants to Local Educational Agencies)

6. When should affected LEAs conduct the consultation required under Section 8538 of the ESEA?

LEAs should conduct their consultation before making significant decisions regarding plans or applications for covered programs to ensure an “opportunity for ... appropriate officials from Indian Tribes or Tribal organizations to meaningfully and substantively contribute” to an LEA’s plan (Section 8538(a)). The timeline for each consultation is dictated by requirements of the relevant formula grant program, which have different application deadlines. For example, a State may have a deadline for LEAs to submit a consolidated local plan by a certain date, so consultation for those programs must be completed before that date. Given that Tribes may receive multiple requests for consultation, LEAs should consider arranging for informational meetings prior to consultation.

7. What should an LEA do to ensure “meaningful consultation”?

To ensure that consultation is meaningful, LEAs should provide Indian Tribes, or those Tribal organizations approved by the Tribes located in the area served by the LEA, an opportunity to provide input and feedback plans for any covered program. An LEA should consider providing a list of issues or questions on which it seeks input, or provide draft plans for this purpose, in advance of the consultation. An LEA should consult before it makes a final decision on significant and substantive issues related to the content of the plans. In addition, an LEA should consider providing written responses to Tribal input received during consultation to explain how input was considered.

8. What documentation is required for consultation with Native American Tribes under Section 8528 of the ESEA?

Each LEA must maintain in the agency’s records and – for State-administered ESEA programs, provide to the SEA – a written affirmation that the consultation occurred. This affirmation must be signed by the appropriate officials of the participating Tribes (or Tribal organizations approved by the Tribes). If Tribal officials do not provide such affirmation within a reasonable period of time, the LEA must forward to the SEA documentation that consultation has taken place.

9. May an LEA combine this consultation with other requirements regarding Tribal or parent involvement?

Yes, an LEA may coordinate or consolidate the required ESEA consultation with the parent activities required under the Indian Education formula grant program, the Impact Aid program, and the Johnson O'Malley program. An LEA may only do so, however, if the activity in question – i.e., the consultation – meets all of the requirements of each program. For example, an LEA may plan a public hearing or meeting with its local Tribe regarding its education program in order to meet the Impact Aid requirements for Indian Policies and Procedures. That hearing with the Tribe could incorporate the elements of the LEA's proposed plans under the covered programs, rather than hold a separate consultation event. The LEA should involve the local Tribe or Tribes in planning the best approach that satisfies the needs of the Tribe(s) and the LEA in a time-effective manner and that meets the requirements of the various programs.

10. If an LEA has multiple Tribes in the geographic area, or if there is one Tribe and multiple LEAs, must there be separate consultations with each Tribe or LEA?

Where there are multiple Tribes and a single LEA, the LEA may hold a consultation that includes all affected local Tribes. Similarly, where there are multiple LEAs and one Tribe, there is no federal prohibition against a joint consultation held by several LEAs. In both cases the LEA must ensure that the Tribe or Tribes have a meaningful and timely opportunity to give input into an LEA's plans or applications.

11. Can the U.S. Department of Education provide additional information?

Yes, the Department may offer assistance or provide other information upon request. Please contact the Office of Indian Education (OIE) at IndianEducation@ed.gov.

QUESTIONS TRIBAL NATIONS MAY ASK THE LOCAL EDUCATION AGENCY (LEA)

- › What technical assistance is needed from the Tribe or Tribes to enhance students' academic and cultural needs?
- › How many educators on staff are AI/AN?
- › What is the level of AI/AN parent involvement?
- › What programs are offered specifically for AI/AN students? This should include clubs, activities and cultural events.
- › How many AI/AN students speak their Tribal language?
- › Are any Tribal languages offered at the school? If so, which ones?

- › How do you identify your AI/AN students?
- › How do you identify your at-risk students?
- › How many of your students are members of our Tribe? You may check with your Indian Education Director for this answer as well.

QUESTIONS THE LEA MAY ASK TRIBAL NATIONS

- › What mutual benefit do we hope to achieve because of the consultation?
- › What will you do with the information obtained from the consultation?
- › How do you foresee your Tribe working with our school?
- › How will Tribal consultation benefit our district?
- › What programs and services does your Tribe offer?
- › Do you provide services to all Tribes? In or outside the Tribal boundaries?
- › What should we know about your Tribe and Tribal culture?
- › How many school districts are in your Tribal jurisdiction?
- › How many people are employed by the Tribe?
- › Who is my contact for Impact Aid, if applicable?
- › Would your Tribe conduct home visits? If so, in what area?
- › Who is my contact in the Tribe?
- › Do you offer professional development or training?
- › How would you like to see us handle issues like the Land Run and mascots?
- › How can we reach out to parents more effectively?
- › Is it possible for a student to be enrolled in more than one Tribe?
- › Are you allowed to pick your Tribe?
- › What is a Certificate of Degree of Indian Blood (CDIB) card and how does someone obtain one?
- › Are AI/AN students only identified by their CDIB card?
- › What is the correct way to identify the Tribes?
- › How should I address my native students?
- › How does your Johnson O'Malley Program work?

INFORMATION OR DATA TRIBAL NATIONS MAY REQUEST

As a part of consultation, Tribes may request data from LEAs that relate to services or interventions that the Tribe provides to its citizens. It is important we work together to provide information that is available and necessary within the limits of the law.

Number of American Indian or Alaska Native Student(s):

- › Transfers
- › With High Mobility
- › At-Risk
- › Dropouts
- › Truants
- › Discipline Problems
- › Alternative Education
- › Participating in Free & Reduced Lunch Programs
- › Attending After-School Programs
- › On an Individualized Education Program (IEP)
- › Involved in Extracurricular Programs (sports, band, choir, etc.)
- › Concurrently Enrolled
- › Enrolled in CareerTech
- › Enrolled in Postsecondary Coursework
- › Enrolled in Oklahoma's Promise

American Indian or Alaska Native Population by Grade:

- › Elementary
- › Middle School
- › Junior High School
- › High School

American Indian or Alaska Native Student Assessment Scores:

- › Reading
- › Mathematics
- › Reading Sufficiency Act (RSA)
- › Test Scores Disaggregated by Grade
- › Average GPA (Secondary Students Only)

Percentage of American Indian or Alaska Native students taking the following tests:

- › ACT
- › SAT
- › Armed Services Vocational Aptitude Battery (ASVAB)

American Indian or Alaska Native student scores on college-readiness assessments such as:

- › ACT
- › SAT
- › Armed Services Vocational Aptitude Battery (ASVAB)

Federal Program Funding:

- › What funding amount do you receive per program?
- › How are those funds used to benefit AI/AN students?
- › How many AI/AN students participate in these programs?
- › Have you sent a copy of title grants prior to consultation?

OKLAHOMA'S 39 TRIBAL NATIONS & TRIBAL LEADERS

Absentee Shawnee Tribe of Oklahoma

Governor John Johnson
2025 South Gordon Cooper Drive
Shawnee, OK 74801
(405) 275-4030
jjohnson@astribe
www.astribe.com

Alabama-Quassarte-Tribal Town

Chief Nelson Harjo
P.O. Box 187
Wetumka, OK 74883
(405) 452-3987
nharjo@alabama-quassarte.org
www.alabama-quassarte.org

Apache Tribe of Oklahoma

Chairman Durell Cooper
P.O. Box 1330
Anadarko, OK 73005
(405) 247-9493
durellcooper05@gmail.com
www.apachetribe.org

Caddo Nation

Chairman Bobby Gonzalez
P.O. Box 487
Binger, OK 73009
(405) 656-2344
bgonzalez@mycaddonation.com
www.mycaddonation.com

Cherokee Nation

Principal Chief Chuck Hoskin, Jr.
Contact: Ashlee Fox or Taralee Montgomery
P.O. Box 948
Tahlequah, OK 74465
(918) 453-5000
Ashlee-fox@cherokee.org
Taralee-montgomery@cherokee.org
www.cherokee.org

Cheyenne & Arapaho Tribes of Oklahoma

Governor Reggie Wassana
100 Red Moon Circle
Concho, OK 73022
(405) 422-7733
rwassana@c-a-tribes.org
www.c-a-tribes.org

The Chickasaw Nation

Governor Bill Anoatubby
P.O. Box 1548
Ada, OK 74820
(580) 436-7280
tammy.gray@chickasaw.net
www.chickasaw.net

Choctaw Nation of Oklahoma

Chief Gary Batton
P.O. Box 1210
Durant, OK 74702
(580) 924-8280
gbatton@choctawnation.com
www.choctawnation.com

Citizen Potawatomi Nation

Chairman John "Rocky" Barrett
1601 South Gordon Cooper Drive
Shawnee, OK 74801
(405) 275-3121
jbarrett@potawatomi.org
www.potawatomi.org

Comanche Nation

Chairman William Nelson
P.O. Box 908
Lawton, OK 73502
(580) 492-4988
william.nelson@comanchenation.com
www.comanchenation.com

Delaware Nation

President Deborah Dotson
 P.O. Box 825
 Anadarko, OK 73005
 (405) 247-2448
 ddotson@delawarenation.com
 www.delawarenation.com

Delaware Tribe of Indians

Chief Brad KillsCrow
 5100 Tuxedo Boulevard
 Bartlesville, OK 74006
 (918) 337-6590
 bkillscrow@delewaretribe.org
 www.delawaretribe.org

Eastern Shawnee Tribe of Oklahoma

Chief Glenna J. Wallace
 12755 South 705 Road
 Wyandotte, OK 74370
 (918) 666-2435
 gjwallace@estoo.net
 www.estoo-nsn.gov

Euchee (Yuchi) Tribe of Indians

Chairman Geoffrey Rolland
 P.O. Box 10
 Sapulpa, OK 74067

Fort Sill Apache Tribe

Chairman Lori Gooday Ware
 Route 2, Box 121
 Apache, OK 73006
 (580) 588-2298
 lori.g.ware@fortsillapache-nsn.gov
 www.fortsillapache-nsn.gov

Iowa Tribe of Oklahoma

Chairman Edgar Kent
 335588 E. 750 Road
 Perkins, OK 74059
 (405) 547-2402
 ekent@iowanation.org
 www.bahkhoje.com

Kaw Nation

Chairwoman Kimberly Jenkins
 P.O. Box 50
 Kaw City, OK 74641
 (580) 269-2552
 chair@kawnation.com
 www.kawnation.com

Kialegee Tribal Town

Mekko Brian Givens
 P.O. Box 332
 Wetumka, OK 74883
 (405) 452-3262
 brian.givens@kialegeetribe.net
 www.kialegeetribe.webstarts.com

Kickapoo Tribe of Oklahoma

Chairman Darwin Kaskaske
 P.O. Box 70
 McLoud, OK 74851
 (405) 964-7053
 darwin.kaskaske@okkt.net
 www.kickapootribeofoklahoma.com

Kiowa Tribe

Chairman Matthew M. Komalty
 P.O. Box 369
 Carnegie, OK 73015
 (580) 654-2300, Ext. 344
 kbo@kiowatribe.org
 www.kiowatribe.org

Miami Tribe of Oklahoma

Chief Douglas Lankford
 P.O. Box 1326
 Miami, OK 74355
 (918) 542-1445
 dlankford@miamination.com
 www.miamination.com

Modoc Nation

Chief Robert Burkybile
22 N. Eight Tribes Trail
Miami, OK 74354
(918) 542-1190
robert.burkybile@modocnation.com
www.modocnation.com

Muscogee Nation

Principal Chief David Hill
P.O. Box 580
Okmulgee, OK 74447
(918) 732-7605
dhill@mcn-nsn.gov
www.mcn-nsn.gov

Osage Nation

Principal Chief Geoffrey Standing Bear
627 Grandview
Pawhuska, OK 74056
(918) 287-5555
gstandingbear@osagenation-nsn.gov
www.osagenation-nsn.gov

Otoe-Missouria Tribe

Chairman John R. Shotton
8151 Highway 177
Red Rock, OK 74651
(580) 723-4466, Ext. 107
jshotton@omtribe.org
www.omtribe.org

Ottawa Tribe of Oklahoma

Chief Ethel Cook
P.O. Box 110
Miami, OK 74355 (918) 961-0980
cethel.oto@gmail.com
www.ottawatribes.org

Pawnee Nation

President Walter Echo-Hawk
P.O. Box 470
Pawnee, OK 74058
(918) 762-3621
wechohawk@pawneenation.org
www.pawneenation.org

Peoria Tribe of Indians of Oklahoma

Chief Craig Harper
P.O. Box 1527
Miami, OK 74355
(918) 540-2535
chiefharper@peoriatribe.com
www.peoriatribe.com

Ponca Tribe of Oklahoma

Chairman Oliver Little Cook
20 White Eagle Drive
Ponca City, OK 74601
(580) 762-8104
oliver.littlecook@ponca.com
www.ponca.com

Quapaw Tribe

Chairman Joseph Byrd
P.O. Box 765
Quapaw, OK 74363
(918) 542-1853
joseph.byrd@quapawnation.com
www.quapawtribe.com

Sac & Fox Nation

Principal Chief Justin Wood
920883 S. Highway 99
Stroud, OK 74079
(918) 968-3526
chief@sacandfoxnation-nsn.gov
www.sacandfoxnation-nsn.gov

Seminole Nation of Oklahoma

Principal Chief Gregory Chilcoat
P.O. Box 1498
Wewoka, OK 74884
(405) 257-7200
chief@sno-nsn.gov
www.sno-nsn.gov

Seneca-Cayuga Nation

Chief Charles Diebold
23701 South 655
Road Grove, OK 74344
(918) 787-5452 cdiebold@sctribe.com
www.sctribe.com

Shawnee Tribe

Chief Benjamin Barnes
P.O. Box 189
Miami, OK 74355
(918) 542-2441
chief@shawnee-tribe.com
www.shawnee-tribe.com

Thlopthlocco Tribal Town

Town King Ryan Morrow
P.O. Box 188
Okemah, OK 74859-0188
(918) 560-6198
rmorrow@tntown.org
www.tntown.org

Tonkawa Tribe of Oklahoma

President Russell Martin
1 Rush Buffalo Road
Tonkawa, OK 74653
(580) 628-2561
rmartin@tonkawatribe.com
www.tonkawatribe.com

United Keetoowah Band of Cherokee Indians

Chief Joe Bunch
P.O. Box 746
Tahlequah, OK 74465
(918) 722-4300
jbunch@ukb-nsn.gov
www.keetoowahcherokee.org

Wichita & Affiliated Tribes

President Terri Parton
P.O. Box 729
Anadarko, OK 73005
(405) 247-2425, Ext. 101
Terri.Parton@wichitatribe.com
www.wichitatribe.com

Wyandotte Nation

Chief Billy Friend
64700 East Highway 60
Wyandotte, OK 74370
(918) 678-2297
bfriend@wyandotte-nation.org
www.wyandotte-nation.org

TRIBAL CONSULTATION RESOURCES & DOCUMENT EXAMPLES

Title VI Contact

Wanda Lee

Wanda.lee@ed.gov

1-202-453-7262

Bureau of Indian Education (BIE)

www.bie.edu/

Federally and State recognized tribes in the U.S.

www.ncai.org/tribal-directory/

National Indian Education Association (NIEA)

www.niea.org/

National Johnson O'Malley Association (NJOMA)

www.njoma.com/

Oklahoma Advisory Council of Indian Education (OACIE)

www.sde.ok.gov/oacie

Title VI Guidance

www.easie.communities.ed.gov/#program



ESSA TRIBAL CONSULTATION MODEL AFFIRMATION AGREEMENT

The _____ and;
NAME OF SCHOOL DISTRICT

The _____ ;
NAME OF TRIBAL NATION



both affirm and agree upon the following:

The **Every Student Succeeds Act (ESSA) Section 8538(a) codified in 20 U.S.C. 7918** requires an affected Local Educational Agency (LEA) to obtain and maintain written affirmation that an ESSA Tribal consultation has occurred. The affirmation agreement can only be signed by a tribal appropriate official (those who are elected; or designated in writing to serve in such capacity).

The purpose of tribal consultation is to ensure Tribal Nations are able to provide meaningful and substantive input prior to the submission of federal covered program applications as defined in **ESSA Section 8101 codified in 20 U.S.C. 7801** to include: Title I Parts A, C, D; Title II Part A; Title III Part A; Title IV Part A and B; Title V Subpart 2 of Part B; and Title VI Part A.

Both parties written above, agree by checking all that apply:

- We agree that timely and meaningful consultation occurred prior to the LEA submitting a required plan or application for a covered program and Title VI; and have provided an opportunity to the Tribal Nation to substantively contribute.
- We agree that we have conducted a meaningful, productive, and data-driven discussion regarding ESSA covered programs and Title VI Part A.
- We agree to continue and sustain open, transparent, and ongoing consultation that encourages new ideas and innovation that support the inclusion of cultural knowledge and practices that advance AI/AN academic achievement.

This written affirmation shall be maintained by the LEA federal programs office. **A copy shall be distributed to the Tribal Nation and the Oklahoma State Department of Education (OSDE).** If the Tribal Nation refuses to execute this affirmation agreement within a reasonable period of time, the LEA must instead submit documentation that the LEA has made three good faith attempts to invite the Tribal Nation to the affected LEA's tribal consultation.

LEA REPRESENTATIVE PRINTED NAME

TRIBAL APPROPRIATE OFFICIAL PRINTED NAME

LEA REPRESENTATIVE SIGNATURE

TRIBAL APPROPRIATE OFFICIAL SIGNATURE

COUNTY-DISTRICT ID

DATE (MM/DD/YYYY)

TITLE/POSITION

DATE (MM/DD/YYYY)

OKLAHOMA STATE DEPARTMENT OF EDUCATION



[Download a fillable version of this form here.](#)

OMB Control No. 1810-0021 (Exp. 01/31/2024)

**ED 506 Form
Indian Student Eligibility Certification Form for Title VI Indian Education Formula Grant Program**

Parent/Guardian: This form serves as the official record of the eligibility determination for each individual child included in the student count for the Title VI Indian Education Formula Grant Program. If you choose to submit a form, your child could be counted for funding under the program. The grantee receives the grant funds based on the number of eligible forms counted during the established count period. You are not required to complete or submit this form unless you wish for your child(ren) to be included in the Indian student count. This form should be kept on file with the grant applicant and will not need to be completed every year. Where applicable, the information contained in this form may be released with your prior written consent or the prior written consent of an eligible student (aged 18 or over), or if otherwise authorized by law, if doing so would be permissible under the Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g, and any applicable state or local confidentiality requirements.

Student Information

Name of the Child _____ Date of Birth _____ Grade level _____

Name of School _____ School District _____

Tribal Membership

The individual with Tribal membership is the (select only one): child child's parent child's grandparent

If the individual with Tribal membership is **not** the child listed above, name the individual (parent/grandparent) with tribal membership: _____

Name and address of Tribe or Band that maintains updated and accurate membership data for the individual listed above:

Name _____ Address _____

City _____ State _____ Zip Code _____

The Tribe or Band is (select only one):

- Federally Recognized Tribe
- State Recognized Tribe
- Terminated Tribe
- Alaska Native
- Member of an organized Indian group that received a grant under the Indian Education Act of 1988 as it was in effect October 19, 1994.

Proof of membership in Tribe or Band listed above, as defined by Tribe or Band is:

- Membership or enrollment number establishing membership (if readily available) or
- Other evidence establishing membership in the Tribe listed above (describe and attach)

Membership or enrollment number establishing membership (if readily available) or other evidence establishing membership in the Tribe listed above (describe and attach). _____

Attestation Statement

I verify that the information provided above is true and correct to the best of my knowledge and belief.

Printed Name of Parent/Guardian _____ Signature _____

Address _____ City _____ State _____ Zip Code _____

Phone Number _____ Email _____ Date _____

For Parent/Guardians:**Definitions:**

Indian means an individual who is (1) A member of an Indian Tribe or Band, as membership is defined by the Indian Tribe or Band, including any Tribe or Band terminated since 1940, and any Tribe or Band recognized by the State in which the Tribe or Band resides; (2) A descendant of a parent or grandparent who meets the requirements described in paragraph (1) of this definition; (3) Considered by the Secretary of the Interior to be an Indian for any purpose; (4) An Eskimo, Aleut, or other Alaska Native; or (5) A member of an organized Indian group that received a grant under the Indian Education Act of 1988 as it was in effect on October 19, 1994.

Student Information: Write the name of the child, date of birth, grade level, name of school and school district. Only name one child per form.

Tribal Membership: Write the name of the individual with the tribal membership, if it is not the child listed. Only one name is needed for this section, even though multiple persons may have tribal membership. Select only one identifier: the child, child's parent or grandparent, for whom you can provide membership information.

Write the name and address of the organization that maintains updated and accurate membership data for such Tribe or Band of Indians. The name does not need to be the official name as it appears exactly on the Department of Interior's list of federally recognized Tribes, but the name must be recognizable and be of sufficient detail to permit verification of the eligibility of the Tribe. Check only one box indicated whether it is a Federally Recognized, State Recognized, Terminated Tribe or Organized Indian Group. Write the enrollment number establishing the membership for the child, parent or grandparent, if readily available, or other evidence of membership.

Attestation Statement: Provide the printed name of parent/guardian and signature, address, phone number and email of the parent or guardian of the child. The signature of the parent or guardian of the child verifies the accuracy of the information supplied.

Paperwork Burden Statement: According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless such collection displays a valid OMB control number. The valid OMB control number for this information collection is 1810-0021. The time required to complete this portion of the information collection per type of respondent is estimated to average: 15 minutes per Indian student certification (ED 506) form; including the time to review instructions, search existing data resources, gather the data needed, and complete and review the information collection. If you have any comments concerning the accuracy of the time estimate(s) or suggestions for improving this form, please write to: U.S. Department of Education, Washington, D.C. 20202-4651. If you have comments or concerns regarding the status of your individual submission of this form, write directly to: Office of Indian Education, U.S. Department of Education, 400 Maryland Avenue, S.W., LBJ/Room 3W238, Washington, D.C. 20202-6335

OMB Number 1810-0021
 Expiration Date 01/31/2024

**Indian Parent Committee Information
 for Title VI Indian Education Formula Grant Program**

LEA Name: _____ City _____ State _____ Zip Code _____
 PR Award #: S060A21 _____

Directions: All LEA applicants will upload: (1) the Indian Parent Committee Application Approval; and (2) the Indian Parent Committee Membership List into the ED’s electronic application system before EASIE Part II closes.

Section I: Indian Parent Committee Application Approval (Note: This section is to be completed by the Indian Parent Committee.)

Directions: All LEA applicants must develop the project with the participation of a parent committee selected in accordance with ESEA section 6114(c); and with the written approval of that parent committee. (ESEA Section 6114(c)(4)).

Attestation: The Indian Parent Committee (IPC) attests that the IPC for the above entity participated fully in the planning and development of the application for the Indian Education grant funds and approves the proposed program as either a regular formula grant program, Title I Schoolwide program, or Integration of Services under ESEA Section 6116. The IPC approval date confirms when the proposed program was approved. The IPC also attests that it had an opportunity to review the program in a timely fashion and that the program is consistent with the purpose of the formula grant program for Indian students. If a Title I schoolwide application was submitted and approved by the IPC, the IPC understands that the Title VI project funds will be combine with Title I and other federal funding. In doing so, the IPC has determined that including project funds within a Title I schoolwide program would not diminish the availability of culturally-related activities for Indian students. The IPC determined that the program will directly enhance the educational experience of Indian students. (ESEA Sections 6114(c)(4)(C) and 6115(c))

IPC Approval Date: _____

Printed Name of Title VI Parent Committee Chairperson/Designee

Signature of Title VI Parent Committee Chairperson/Designee

Section 2: Indian Parent Committee (IPC) Membership List (Note: This section is to be completed by either the IPC or the LEA applicant.)

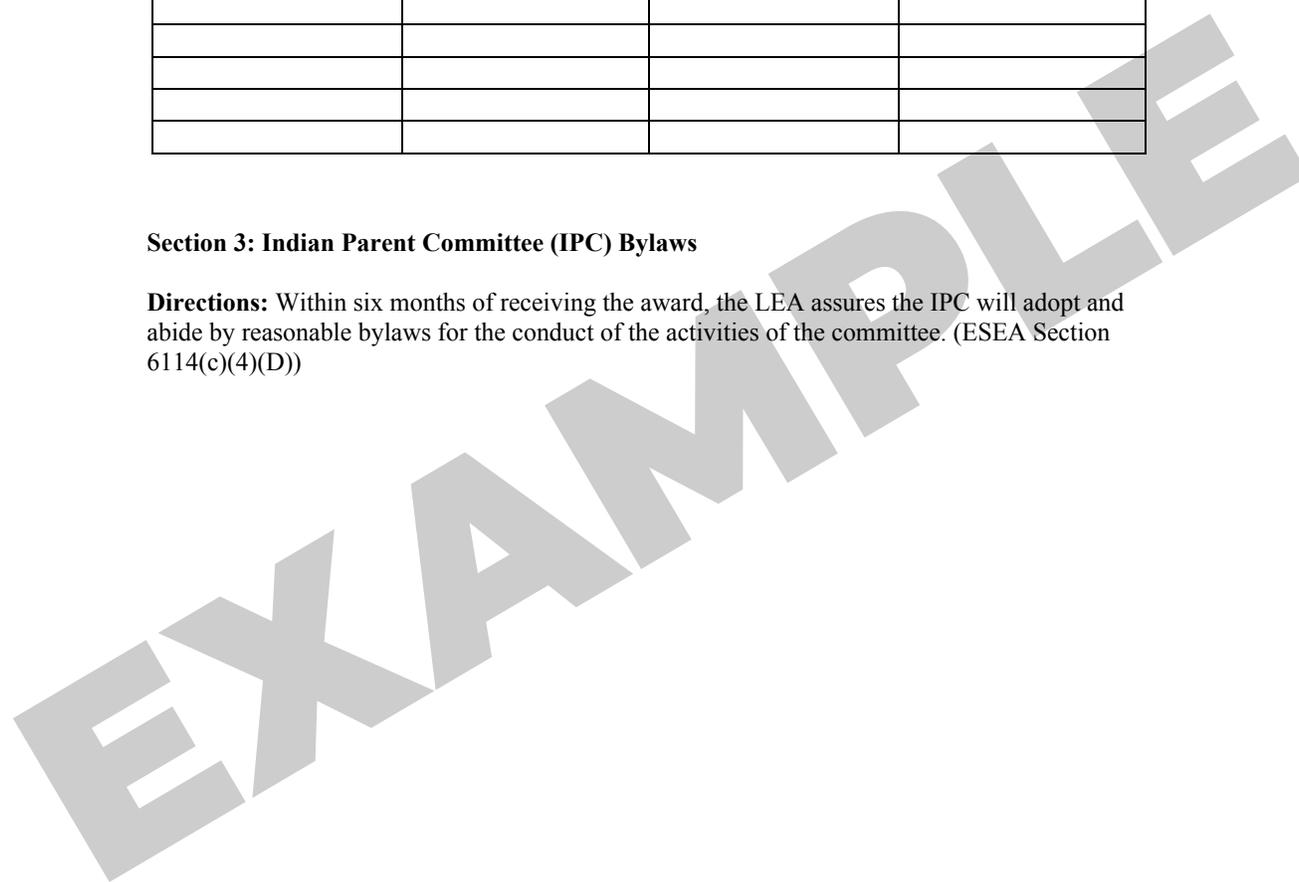
Directions: All LEA applicants will provide a list of printed names of all current members of the IPC. ESEA section 6114(c)(4) requires the IPC to be comprised of **parents and family members** of Indian children in the LEA's schools; **representatives of Indian tribes** on Indian lands located within 50 miles of any school that the agency will serve if such tribes have any

children in such school; **teachers** in the schools; and if appropriate, **Indian students** attending secondary schools of the agency. More than one-half of the total number of Indian Parent Committee members must be parents and family members of eligible Indian children.

List all parents and family members in this column	List all Tribal members, if applicable in this column	List all teachers in this column	List all students in this column

Section 3: Indian Parent Committee (IPC) Bylaws

Directions: Within six months of receiving the award, the LEA assures the IPC will adopt and abide by reasonable bylaws for the conduct of the activities of the committee. (ESEA Section 6114(c)(4)(D))



[Download a fillable version of this form here.](#)

[ENTITY OR GRANTEE NAME]

**TITLE VI INDIAN PARENT COMMITTEE
BY-LAWS TEMPLATE**

Note: *To assist Indian Parent Committees, the Department has prepared these sample bylaws for further editing by the entity. Committees are not required to use this sample and should determine what is appropriate for their circumstances; again, entities should edit all parts of this template, as needed. Appendix 1 includes an excerpt of the legal requirements related to Indian Parent Committees*

**ARTICLE I
NAME OF ENTITY**

The **[ENTITY NAME]** name of the Indian Parent Committee (IPC) for the Title VI Indian education program, shall be the **[ENTITY NAME]** Title VI Indian Parent Committee (IPC).

**ARTICLE II
PURPOSE**

The IPC has been established to ensure **[GOALS & OBJECTIVES, SUCH AS PLANNING, IMPLEMENTATION, AND EVALUATION OF THE OPERATION SUPPLEMENTAL TITLE VI PROGRAMS FOR AMERICAN INDIAN STUDENTS NATIVE AMERICA/AMERICAN STUDENTS]** in the **[ENTITY NAME]** occur in a **[MEETING METHODS, SUCH AS CONSISTENT, SUSTAINED, ETC.]** manner.

The establishment and the work of the IPC are to comply with the rules and regulations governing Title VI 20 U.S.C. §7401 et seq. In conjunction with home, community, and school support, the IPC will complete the following objective: **[OBJECTIVE, SUCH AS STRIVE TO DEVELOP AND IMPLEMENT PROGRAMS AND ACTIVITIES TO ASSIST TITLE VI ELIGIBLE NATIVE AMERICA/AMERICAN STUDENTS TO DEVELOP AND IMPLEMENT PROGRAMS AND ACTIVITIES TO ASSIST TITLE VI ELIGIBLE NATIVE AMERICA/AMERICAN STUDENTS IN REACHING THEIR HIGHEST LEVEL OF ACADEMIC ACHIEVEMENT].**

ARTICLE III POWERS AND DUTIES

SECTION 1: POWERS

The IPC and the [ENTITY NAME] recognize they must foster a positive and collaborative relationship in order to help facilitate academic success for Native students.

Section One – The IPC powers shall be:

Meet with Indian Education Department regularly (monthly, if not more frequently) to gather information to provide support and advice to [ENTITY NAME] to assist them in understanding and meeting the academic, cultural, and wellness needs of Native American students.

Review the student, parent, and teacher needs assessment survey or questionnaire(s) and Indian pupil assessment results (specifically, hard data concerning student performance or achievement), and provide [ENTITY NAME] with any potential recommendations to [RECOMMENDED POTENTIAL IMPROVEMENTS, SUCH AND IMPROVED PROGRAMMING AND IMPLEMENTATION].

SECTION 2: DUTIES

Duties of the IPC shall be:

1. Recommend to [ENTITY NAME] a general plan for the allocation of Title VI Native American student-generated funding.
2. Recommend Title VI EASIE Application Part II Applications and budgets to be forwarded by the Indian Education Department to the [ENTITY NAME] Superintendent and Board of Education for review and certification.
3. Assist [ENTITY NAME] in recruitment of personnel by [RECOMMENDED RECRUITING STRATEGIES, SUCH AS SELECTION CRITERIA, APPLICATION OF REQUIRED INDIAN HIRING PREFERENCE, AND SUGGESTED SUITABLE PROSPECTIVE NATIVE PERSONNEL] to better meet the needs of Native American students.
4. Participate in at least one annual Public Hearing organized and hosted by [ENTITY NAME].
5. Recommend to [ENTITY NAME] curricula, texts, materials, and methods to be used to better serve the educational needs of American Indian students.
6. Provide [ENTITY NAME] [POTENTIAL EDUCATIONAL CONCERNS FROM NATIVE AMERICAN PARENTS/STUDENTS] about unmet educational needs.
7. Assist in providing information and regular reports to respective Indian Tribes, Pueblos, Bands, and other Native communities.

8. Have access, in accordance with [ENTITY NAME] confidentiality policies for all reports, evaluations, surveys, and other program and budget-related documents necessary for review, in order to carry out the committee's responsibilities.
9. IPC members shall not act or speak on behalf of the entire IPC as an individual; members should only represent their own viewpoint. All IPC members must have prior formal authorization by action (motion recorded in the minutes) to represent or speak on behalf of the IPC.
10. The IPC shall exercise its authority only during official IPC meetings.
11. IPC members are expected to attend all meetings in entirety in order to establish a quorum, fully participate in the discussion, and to cast a vote.
12. IPC members shall receive training to gain knowledge and skills of their specific roles and responsibilities.
13. The IPC shall have no powers beyond those expressly set forth herein.
14. The IPC shall have no power to bind any member of the [ENTITY NAME] to any debt, liability, or obligation in the absence of an express written authorization from [ENTITY NAME].
15. In addition, the IPC shall abide by all [ENTITY NAME] official Board Policies and Administrative Procedural Directives, or similar.

ARTICLE IV MEMBERSHIP

SECTION 1: MEMBERSHIP OF IPC

[TOTAL NUMBER OF MEMBERS -AT LEAST THREE MEMBERS SHALL CONSTITUTE THE IPC MEMBERSHIP ROSTER] consisting of at least one of the following members:

- a. majority (51%) parents, family members, and or guardians of Indian children in the local educational agency's schools,
- b. one Teacher or Counselor Representative,
- c. high school student members who have a current ED 506 form with Tribal affiliation from a Federally or state recognized Tribe, and
- d. Tribal Representative(s) on Indian lands located within 50 miles of any school that the agency will serve if such Tribes have any children with ED506 forms on file in such school.

IMPORTANT: *The overall majority (51%) of the membership must be parents, family members, and or guardians of Indian children, e.g., the parents, family members, and or guardians must outnumber the other members of the IPC.*

SECTION 2: MEMBER DEFINITIONS

A Parent is defined as any person who is the parent or family member, as defined by [ENTITY NAME] of an Indian student who has an ED 506 Form on file and is enrolled in the [ENTITY NAME].

The Teacher or Counselor(s) Representative is a person who is employed by [ENTITY NAME] in either a Teacher or Counselor position. All Indian Education Department staff members are disallowed to serve.

A Student Representative is a person who has a compliant ED 506 Form on file and is actively enrolled and attending classes at an [ENTITY NAME] high school served by the Title VI funded program.

A Tribal Representative is a representative(s) of Indian Tribes on Indian lands located within 50 miles of any school that the agency will serve if such tribes have any children in such school.

SECTION 3: ELECTIONS

The election of IPC members shall be held during an open public meeting announced by the following [MEANS OF COMMUNICATING THE PUBLIC NOTICE, SUCH AS: NEWSPAPER, RADIO, NEWSLETTER, SCHOOL MESSAGE BOARD, SOCIAL MEDIA, ETC.].

IPC members shall be nominated and elected at this open meeting by parents, family members, and/or relatives of Indian students attending [ENTITY NAME]. Eligible members shall include:

- a. Parents of American Indian children attending [ENTITY NAME];
- b. Teachers and Counselors employed by [ENTITY NAME];
- c. American Indian high school student(s) attending the [ENTITY NAME]; and
- d. Representatives of local Indian Nations/Tribes, Pueblos, Bands, and similar on Indian lands located within 50 miles of any school that the agency will serve if such tribes have
- e. any children in such school.
- f. any children in such school.

SECTION 4: OFFICER/MEMBER TERMS OFFICE

Parent members will serve multi-year terms. All parent members will serve [NUMBER AND LENGTH OF TERMS] so long as their child(ren) are enrolled in [ENTITY NAME].

The Student Representative(s) will serve a [NUMBER AND LENGTH OF TERMS]. The student representative must comply with all [ENTITY NAME] student policies as addressed in the [ENTITY NAME] Student Handbook, and maintain a GPA of 2.5, as determined by semester grades. The student may serve only as long as he/she is actively enrolled in [ENTITY NAME].

The Teacher or Counselor members will serve a [NUMBER AND LENGTH OF TERMS] as long as she/he is employed as a Teacher or Counselor in [ENTITY NAME].

A term is defined as three Fiscal Years (FY) from July 1st to June 30th of the school year. All members will serve [QUANTITY: NUMBER AND LENGTH OF TERMS] except for the student representative. The student member will serve one year.

The IPC will elect three officers: Chairperson, Vice-Chairperson, and Secretary. The officers will be elected on an annual basis and serve [QUANTITY: NUMBER AND LENGTH OF TERMS]. The election will take place at the first meeting of the required school year. Officers may serve more than one year.

SECTION 5: VOTING RIGHTS

Each Committee member eligible to vote is entitled to one vote on business matters brought to a vote.

There must be a quorum [QUANTIFIED PERCENT] of IPC members for business to be taken to a vote. Otherwise, it can only be further discussed as old or new business.

SECTION 6: ATTENDANCE

All members are required to attend each meeting.

An absence will be excused if member contacts the IPC Chairperson or Vice-Chairperson, and the Indian Education Department, 24 hours prior to the meeting, or in case of immediate emergency, she/he will not be attending.

SECTION 7: TERMINATION OF MEMBERSHIP

Any member may be terminated from membership on the Committee for the following reasons:

- › The member who does not attend regular or special meetings (i.e., work sessions, retreats, and emergency meetings) of the Committee for three (3) annual meetings (unexcused absences). Termination is approved by a majority vote of the IPC;
- › The member no longer wishes to serve on the Committee and so indicates by submitting a letter of resignation to the IPC Chairperson or Indian Education Director (IED);
- › If a member does not fulfill his/her member roles and responsibilities in a professional manner consistent with [ENTITY NAME] decorum policies and cultural values, the member may be asked to resign from the IPC by the Chairperson; and
- › If an IPC parent, guardian, or family member's child is no longer enrolled a [ENTITY NAME]; and if a Teacher representative no longer works at [ENTITY NAME].

SECTION 8: VACANCY

If the position of Chairperson should become vacant, the Vice-Chairperson will assume the role of the Chairperson. The IPC shall elect a new Vice-Chairperson from the members of the IPC.

Any vacancy, which occurs on the IPC for any reason shall be filled by an election as provided in Section 2 above, for the remainder of the unexpired term of the member or officer being replaced. The election shall be held as soon as is reasonably practical.

ARTICLE V**OFFICER ELECTIONS, TERMS AND DUTIES****SECTION 1: OFFICERS**

The officers of the IPC will be the Chairperson, Vice-Chairperson, and Secretary.

SECTION 2: ELECTIONS & TERMS OF OFFICE

The officers of the IPC shall be elected by a majority vote of the IPC at the first regular meeting of the school year. The officers shall serve a [LENGTH OF TERM] term.

Officers shall assume their duties immediately upon election.

SECTION 3: CHAIRPERSON DUTIES

The primary responsibilities of the Chairperson is to conduct all meetings of the IPC, including development of meeting agendas with input from the IPC members and the

Title VI staff. Upon approval of the IPC, the Chairperson will sign IPC Approval Form, letters, documents, and reports, as necessary. The Chairperson will be the IPC Representative at District and non-District functions. The Chairperson may assign various duties to other IPC members. The Chairperson will not have the authority to commit the IPC to any function without the express approval of the IPC.

SECTION 4: VICE-CHAIRPERSON DUTIES

In the absence of the Chairperson at an IPC meeting, the Vice-Chairperson will assume the role of the Chairperson. The Vice-Chairperson will carry out various duties as assigned by the Chairperson.

SECTION 5: SECRETARY DUTIES

The Secretary, in collaboration with the Indian Education staff, shall record, disseminate, and file the official minutes of the IPC meetings. He/she will also maintain documents of meeting dates, attendance, and news-release bulletins to parents, via the [ENTITY NAME] [COMMUNICATION MEANS, SUCH AS PUBLICATIONS, LOCAL RADIO, TELEVISION, NEWSPAPER, SOCIAL MEDIA, SCHOOL MESSENGER, OR SIMILAR]. Copies of all documents and minutes are to be provided to the IPC members. The IPC Secretary, along with the Indian Education Department, shall have the full responsibility to provide copies of the minutes to the Director of the Indian Education Department.

SECTION 6: PARENT(S), GUARDIAN(S) AND RELATIVE(S) DUTIES

The Family Representatives shall provide input and advice concerning programs and curriculum related to entity, parents, and students.

SECTION 7: TEACHER OR COUNSELOR REPRESENTATIVE(S) DUTIES

The Teacher or Counselor Representative(s) shall not serve as an officer. The Teacher or Counselor Representative shall provide input and advice concerning IPC programs and curriculum related to entity, parents, and students.

SECTION 8: STUDENT REPRESENTATIVE(S) DUTIES

The Student Representative(s) shall not serve as an officer but shall provide input and advice to the IPC concerning Native students served and school-related issues.

SECTION 9: TRIBAL REPRESENTATIVE(S) DUTIES

The Tribal Representative(s) can serve as an officer and shall provide input and advice to the IPC concerning the local Tribal interests, culturally responsive education, and other programming.

ARTICLE VI MEETINGS

SECTION 1: MEETING REQUIREMENTS

The IPC meeting schedules will be developed one school year in advance. The IPC Secretary, in collaboration with the Indian Education Department, will email a meeting agenda indicating the agenda items, meeting location, date, and time of the meeting to the IPC members at least [NUMBER OF DAYS] before the meeting.

SECTION 2: REGULAR MEETINGS

Regularly-scheduled business meetings will be held on the [A DAY OF THE WEEK] third [WEEK NUMBER] of every month in the calendar year. A pre-determined time and place will be established. All official meetings of the IPC will be open to the public.

The open meetings will be advertised at community-based facilities, via the [ENTITY NAME] [COMMUNICATION MEANS, SUCH AS PUBLICATIONS, LOCAL RADIO, TELEVISION, NEWSPAPER, SOCIAL MEDIA, SCHOOL MESSENGER, OR SIMILAR].

SECTION 3: SPECIAL MEETINGS

The Chairperson or the Director of the Indian Education Department may call special meetings of the IPC at any time. Members shall be notified by telephone or email, within a reasonable time before the meeting. Special meetings may be conducted via in-person meeting, conference calls and/or by any electronic means.

SECTION 4: SPECIAL COMMITTEES

The Indian Education Department may establish an Ad Hoc Committee, which shall consist of appointed IPC and non-IPC members. Ad Hoc Committees shall be established as needed. All final decisions are reserved for the IPC and will be reported there.

SECTION 5: QUORUM

[NUMBER OF MEMBERS PRESENT THAT CONSTITUTE A QUORUM] shall constitute a quorum to conduct official business and vote at any duly called meeting by the IPC. Decisions made by the members present at any meeting shall be an act of the IPC.

The Teacher/Counselor and Student Members will count as part of the IPC quorum.

Members will wait no more than [NUMBER OF MINUTES] for a quorum to be present. IPC members present may then conduct a working session.

SECTION 6: OPEN MEETINGS

All regular business and special IPC meetings shall be open to the general public. During open meetings, an open forum will be available to the public for [NUMBER OF MINUTES PER PRESENTER, UNLESS LONGER TIME IS APPROVED BY THE COMMITTEE], with no immediate response expected from the Committee.

SECTION 7: MEETING RULES OF ORDER

[ROBERT'S RULES OF ORDER OR SIMILAR OFFICIAL MEETING RULES METHODS] shall govern the parliamentary procedures of all meetings of the IPC, not otherwise covered by these Bylaws. Training in selected meeting guide and parliamentary procedures will be provided as needed to newly-elected members.

SECTION 8: AGENDA AND MINUTES

An agenda for each upcoming IPC meeting and minutes of the previous meeting shall accompany the notice of the meeting and shall be sent to all members of the IPC. Any information supporting agenda items will also be forwarded before the meeting. The Indian Education Department and the IPC shall coordinate the dissemination of agenda, minutes, and information.

ARTICLE VII

UPDATING AND AMENDING BYLAWS

SECTION 1: UPDATING BYLAWS

The IPC, with the advisement of the Indian Education Department, shall have the power to update or amend these Bylaws at any time, by [QUANTITY, SUGGESTED TWO-THIRDS (2/3) AFFIRMATIVE VOTE], provided that the alteration or amendment is to carry out the purpose of the IPC as herein above-expressed. Any such rewriting and/or amendment must conform to Title VI statute, federal regulations and U.S. Department of Education guidelines.

SECTION 2: AMENDMENTS TO BYLAWS

The Title VI IPC Bylaws may be modified or amended by mutual and majority consent of the Title VI IPC, and the [NAME AND POSSIBLY THE BOARD OF EDUCATION].

[END BYLAW TEMPLATE]

APPENDIX 1

Excerpt from the Elementary and Secondary Schools Act of 1965, as amended, section 6114(c)(4). § 6114 (c) ASSURANCES.— Each application submitted under subsection (a) shall include assurances that—

1. the local educational agency will use funds received under this subpart only to supplement the funds that, in the absence of the federal funds made available under this sub part, such agency would make available for services described in this subsection, and not to supplant such funds;
2. the local educational agency will prepare and submit to the Secretary such reports, in such form and containing such information, as the Secretary may require to—
 - a. carry out the functions of the Secretary under this subpart;
 - b. determine the extent to which activities carried out with funds provided to the local educational agency under this subpart are effective in improving the educational achievement of Indian students served by such agency, and meet program objectives and outcomes for activities under this subpart; and
 - c. determine the extent to which such activities by the local educational agency address the unique cultural, language, and educational needs of Indian students;
3. the program for which assistance is sought—
 - a. is based on a comprehensive local assessment and prioritization of the unique educational and culturally related academic needs of the Indian students for whom the local educational agency is providing an education;
 - b. will use the best available talents and resources, including individuals from the Indian community; and
 - c. was developed by such agency in open consultation with parents of Indian children and teachers, representatives of Indian tribes on Indian lands located within 50 miles of any school that the agency will serve if such tribes have any children in such school, Indian organizations, and, if appropriate, Indian students from secondary schools, including through public hearings held by such agency to provide to the individuals described in this sub-paragraph a full opportunity to understand the program and to offer recommendations regarding the program;

4. the local educational agency developed the program with the participation and written approval of a committee—
 - a. that is composed of, and selected by—
 - i. parents and family members of Indian children in the local educational agency's schools;
 - ii. representatives of Indian tribes on Indian lands located within 50 miles of any school that the agency will serve if such tribes have any children in such school;
 - iii. teachers in the schools; and
 - iv. if appropriate, Indian students attending secondary schools of the agency;
 - b. a majority of whose members are parents and family members of Indian children;
 - c. with respect to an application describing a school wide program in accordance with section 6115(c), that has—
 - i. reviewed in a timely fashion the program;
 - ii. determined that the program will not diminish the availability of culturally related activities for Indian students; and
 - iii. determined that the program will directly enhance the educational experience of Indian students; and
 - d. that has adopted reasonable bylaws for the conduct of the activities of the committee and abides by such bylaws.

RECOMMENDED SCHEDULE

JUNE/JULY

- › Collect data and begin tribal education collaboration with all tribes in your area
- › Conduct a Student Needs Analysis with tribes and stakeholders to address the unique educational needs and improve framework and strategies

AUGUST/ SEPTEMBER

- › Share with local tribal leaders and stakeholders. Hold a meeting (in person or via Zoom) to discuss data in report.
- › Quarterly meeting to discuss student programs including objectives and budget for covered programs and Title VI
 - Covered programs: Title I, Part A3; Title I, Part C; Title I, Part D; Title II, Part A; Title III, Part A; Title IV, Part B; Title V Part B, subpart 2; Title VI, Part A, subpart 1
- › Development of Title VI comprehensive program objectives and budget.

DECEMBER

- › Quarterly meeting to discuss progress of improvement strategies for Student Needs Analysis, Impact Aid and covered programs

JANUARY

- › Quarterly meeting to discuss progress of improvement strategies for Student Needs Analysis, Impact Aid and covered programs

MARCH

- › Quarterly meeting to discuss progress of improvement strategies for Student Needs Analysis, Impact Aid and covered programs
- › Prepare open public meeting of tribal consultation.

APRIL

- › Prepare open public meeting of tribal consultation agreement to approve Title VI Application (if applicable).

MAY

- › Quarterly meeting to discuss progress of improvement strategies for Student Needs Analysis, Impact Aid and Covered Programs
- › Prepare open public meeting of tribal consultation to approve Title VI Application (if applicable).

JUNE

- › Quarterly meeting to discuss progress of improvement strategies for Student Needs Analysis, Impact Aid and covered programs
- › Prepare open public meeting of tribal consultation agreement to submit to NMPED Indian Education Division concurrently with school budget application, no later than June 30th.
- › Repeat process and planning for upcoming school year.

DEVELOPED BY:

**The Oklahoma State Department of Education,
The Office of Federal Programs
and the Circles of Reflection Pilot Team**



**Cheyenne &
Arapaho Tribes**



**Broken Arrow
Public Schools**



**Choctaw
Nation**



**Durant Public
Schools**



**Iowa Tribe of
Oklahoma**



**Edmond Public
Schools**



**Muscogee
Nation**



**Oklahoma City
Public Schools**



**Osage
Nation**



**Stigler Public
Schools**



**Tahlequah
Public Schools**



OKLAHOMA
Education